HiPath 2000
HiPath 3000
HiPath 4000

optiPoint 410/420 S V6.0
economy
economy plus
standard

User Manual

SIEMENS

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Safety Precautions

For Your Safety

The IP telephone optiPoint 410/420 economy/economy plus/ standard S V6.0 complies with the European standard EN 60 950, which deals with the safety of information technology appliances including electronic office equipment. This device has been designed with safety in mind, thus protecting both individuals and objects.

There is always the danger of small objects being swallowed by young children. In the case of the optiPoint 410/420 economy/economy plus/ standard S V6.0, this applies in particular to the connecting cord clip. Please make sure that such items are not accessible to children.

- Use only the enclosed power supply together with the special LAN cable.
- Never open the power supply enclosure.

Protection of the Telephone

- The telephone must not be used in bathrooms, etc. as it is not splash-proof.
- Before connecting or disconnecting the LAN cable, pull the power plug out of the plug receptacle first.
- The device must not come into contact with abrasive liquids or liquids which are liable to discolor it, such as tea, coffee, fruit juices or soft drinks.

Location of the Telephone

- The telephone should be operated in a controlled environment with an ambient temperature between 5 °C and 40 °C (41 °F and 104 °F).
- To ensure good handsfree talking quality, the area in front of the microphone (front right) should be kept clear. The optimum handsfree distance is 20 inches (50 cm).
- Do not install the telephone in a room where large quantities of dust accumulate; this can considerably reduce the service life of the telephone.
- Do not expose the telephone to direct sunlight or any other source of heat, as this is liable to damage the electronic equipment and the plastic casing.
- Do not operate the telephone in damp environments such as bathrooms.

Important Notes

	Never operate the telephone in an environment where there is a risk of explosion.
	Only use Siemens accessories. The use of other manufacturers' accessories may be dangerous and will render the warranty and approval null and void.
	Never open the telephone set or an add-on unit. If any problems arise, contact your service personnel.

The information provided in this document contains merely general descriptions or characteristics of performance which in case of actual use do not always apply as described or which may change as a result of further development of the products.
An obligation to provide the respective characteristics shall only exist if expressly agreed in the terms of contract.
The trademarks used are owned by Siemens AG or their respective owners.

Labels

The device conforms to the EU guideline 1999/5/EG, as attested by the CE mark.

This device has been manufactured in accordance with our certified environmental management system (ISO 14001). This process ensures that energy consumption and the use of primary raw materials are kept to a minimum, thus reducing waste production.

All electrical and electronic products should be disposed of separately from the municipal waste stream via designated collection facilities appointed by the government or the local authorities.

The correct disposal and separate collection of your old appliance will help prevent potential negative consequences for the environment and human health. It is a precondition for reuse and recycling of used electrical and electronic equipment.

For more detailed information about disposal of your old appliance, please contact your city office, waste disposal service, the shop where you purchased the product or your sales representative.

The statements quoted above are only fully valid for equipment which is installed and sold in the countries of the European Union and is covered by the directive 2002/96/EC. Countries outside the European Union may have other regulations regarding the disposal of electrical and electronic equipment.

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General Information

About These Operating Instructions

These operating instructions will help you get to know the optiPoint 410/420 economy/economy plus/standard S V6.0 and to use its functions. The instructions contain important information for safe and proper operation of the optiPoint 410/420 economy/economy plus/standard S V6.0. Follow them carefully to avoid improper operation and get the most out of your multi-function telephone in a network environment.

Everybody involved in installing, operating or programming the optiPoint 410/420 economy/economy plus/standard S V6.0 must read these operating instructions.

For your own protection, please read the section dealing with safety. Follow the safety instructions carefully in order to avoid endangering yourself or other persons and to prevent damage to the unit.

The layout of this operating manual is extremely user-friendly. You will be guided through operation of the optiPoint 410/420 economy/economy plus/standard S V6.0 step by step – starting with a description of simple basic functions, through configuration of all operating parameters to a description of the additional features. Administrative tasks are described in a separate manual. The quick reference guide is meant to give you quick and reliable explanations regarding frequently used functions.

Intended Use

The optiPoint 410/420 economy/economy plus/standard S V6.0 telephone is a desktop unit designed for voice transmission and for connection to a LAN. It can be operated also as a stand-alone unit. Any other use is regarded as not prescribed.

Product Identification

The characteristics of the telephone – precise product name and serial number – are displayed on the nameplate on the underside of the telephone. Please have these at hand when you contact our service department regarding problems or defects on the unit itself.

Echo Effect

In some cases, while using the telephone you may hear an echo, which can be quite strong. This is not due to any design defect or other fault with your IP telephone, but caused by the other client. For example, if the echo occurs during a teleconference, it may be that the loudspeakers and microphones need to be repositioned.

Service

The Siemens service department can only help you with encountered problems or defects on the unit itself.
Should you have any questions regarding the operation, your specialist retailer or network administrator will gladly help you with the right answers.
For any questions regarding the telephone connection, please contact your network provider.

In the case of any trouble or defects on the unit itself, please dial the service number of your country.

Notes and Symbols

Safety

Information that is important for preventing injury or damages is marked specially, as they are important instructions for correct use of the unit.

This symbol indicates a hazard. Failure to follow the instructions given may result in injury or in damage to the unit.

This symbol indicates the following:

- Key information important for the proper use of the telephone
- Particularly important information about the differences between single-and multiline mode.

Step by Step

Symbols in the Manual

You will find a graphic representation of the Telephone menu operating steps in logical sequence in the left column. Below is an explanation of the symbols:

Lift the handset (off-hook).

Replace the handset.

Conduct a call.

Enter a telephone number or code.

Enter the code.

⊕ **or** ⊖ Increase or reduce the value depending on the current operating mode.

Press key.

Press the illuminated key.

Press the blinking key.

The option appears on the display.
Use the ✓ key to confirm your selection.

Search for an option.
Press the ◀ ▶ keys
until the option appears on the display.
Then press the ✓ key to confirm your selection.

Introduction

Overview

The **optiPoint 410/420 economy/economy plus/standard S V6.0** is a modern multi-functional IP telephone. It is designed for connection to data networks and is not directly connected with an ISDN system or to the PSTN.

This manual describes how to use the optiPoint 410/420 economy/economy plus/standard S V6.0 when it is connected to HiPath 3000/HiPath 4000 from Siemens.

Some of the features described in this manual are only available because they are provided by HiPath 3000/HiPath 4000. If you are not using the optiPoint 410/420 economy/economy plus/standard S V6.0 in a HiPath 3000/HiPath 4000 environment, contact the administrator to obtain the corresponding operating manual.

The optiPoint 410/420 economy/economy plus/standard S V6.0 enables voice communication via the standard Internet Protocol (IP). It is compatible with the signaling stack in compliance with the SIP (Session Initiation Protocol) protocol specification.

The optiPoint 410/420 economy/economy plus/standard S V6.0 can be used just like a conventional telephone – the only difference being that your calls are directed via a data network. The telephone has an Ethernet interface so that when using the TCP/IP protocol, you can make the telephone calls both via your own intranet and via the worldwide Internet.

The optiPoint 410/420 economy/economy plus/standard S V6.0 also supports other standard protocols, which optimizes the data and voice transmission and simplifies the administration of the unit. For example, the administrator can download updates for equipment software or feature enhancements to the optiPoint 410/420 economy/economy plus/standard S V6.0 via the FTP server.

The optiPoint 410/420 advance S V6.0 features a two-line display and special dialog keys, which allow user-friendly navigation through the menu structure of the unit's software. A wide variety of features and programmable keys enable you to configure the telephone individually to meet most requirements.

Features

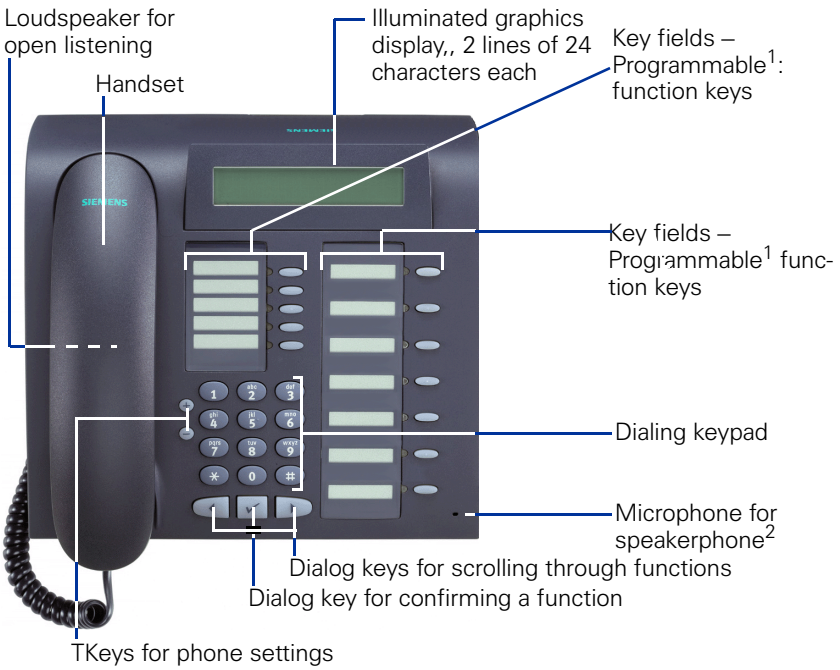
- Two-line alphanumeric display
- Time and date indication
- Speakerphone and loudspeaker
- Redial and storage of last 20 numbers
- On-hook dialing
- Menu texts in the national language
- 12 function keys which are all programmable on two levels
- 3 dialog keys for menu navigation
- Assignment of selected destination numbers to dialing keys
- Display of the caller's phone number
- Call Transfer, Toggle, Call Holding
- Password-protected user settings
- Variable ringer tone, volume, and sequence

Telephone Types

The administrator can set up the optiPoint 410/420 economy/economy plus/standard S V6.0 as a single-line telephone.

Layout of optiPoint 410/420 economy/economy plus/standard

Here optiPoint 420 standard


Loudspeaker for open listening
Handset
Illuminated graphics display,, 2 lines of 24 characters each
Key fields – Programmable[1]: function keys
Key fields – Programmable[1] function keys
Dialing keypad
Microphone for speakerphone[2]
Dialog keys for scrolling through functions
Dialog key for confirming a function
TKeys for phone settings

1 With automatic key labelling

2 Not economy und economy plus

Properties of optiPoint 410/420 Telephone Modele economy and standard

Telephone Model	Function keys	interface module	Display lines x characters	Headset-	Mini-Switch z. B. PC-Interface	Handsfree operation	Automatic key labeling
optiPoint 410 economy	4/8	-	2x24	-	-	-	-
optiPoint 410 economy plus	4/8	-	2x24	✓	✓	-	-
optiPoint 410 standard	4/8	✓	2x24	✓	✓	✓	-
optiPoint 420 economy	5/7	-	2x24	-	-	-	✓
optiPoint 420 economy plus	5/7	-	2x24	✓	✓	-	✓
optiPoint 420 standard	5/7	✓	2x24	✓	✓	✓	✓

Display and Dialog Keys

The optiPoint 410/420 economy/economy plus/standard S V6.0 features a four-line display. In normal mode the Idle menu appears on the display.

Time and Date
Telephone Number
Editable display
Shows telephone menu

The idle menu displays the time and date in the first line. The telephone number is displayed in the second line. The user can define any name for the second line during configuration, such as the user name or the name of the communication platform. The second line provides access to the telephone menu. The arrow icon ">" on the right hand side of the second line indicates that additional functions are available. Any status messages are displayed in this line (if necessary, several are displayed alternately).

If you want to define settings, use the three dialog keys ◁, ▷, ✓ and the function key "Cancel" to navigate within the hierarchically structured menu system. The menu structure is nested into a maximum of four levels. Within this structure, the second line displays the currently selected menu while the fourth line displays a menu option.

Keypad

The optiPoint 410/420 advance S V6.0 keypad features digits, letters and some special characters. Depending on the selected input mode, you can key in letters and special characters by pressing the relevant key as often as necessary until the required character appears on the display.

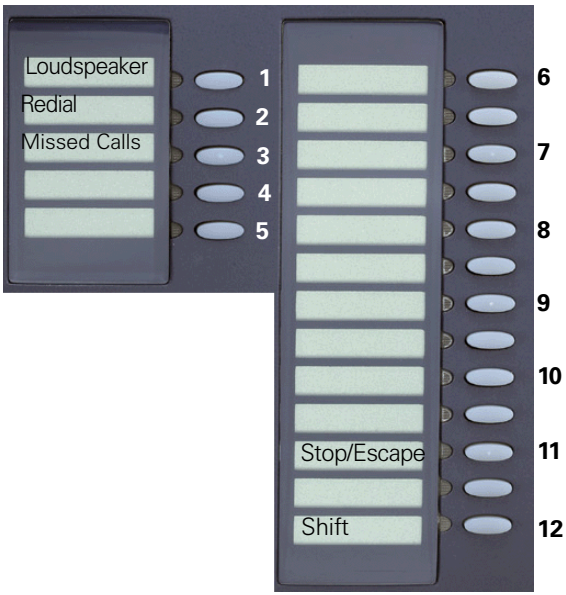
Examples of letter inputs are the password, the user name, or FTP download files and file paths respectively.

For example, if you want to enter the letter "R", press "7" three times as "R" is at the third position. For the letter "U", press "8" twice.

Programmable Keys

optiPoint 410/420 economy/economy plus/standard S V6.0 is equipped with 12 function keys all of which are user-programmable on two levels (the "Stop/Escape" and "Shift" keys should be retained). Five of these keys are pre-assigned in the first level.

With the optiPoint 420 you also have the option of assigning a name for the key, which is then automatically displayed.



Function Key	Function
1	Switch loudspeaker of the base unit on/off.
2	Redial one of the last 20 numbers dialed.
3	Displays the last 20 missed calls and permits selection, editing and redial functions.
11	Cancel the current action.
12	Shift to the second key level.

Each feature key has a corresponding visual indicator (LED) to indicate the status of the feature.

Control Keys

The control keys ⊖ and ⊕ are located to the left of the dialing keypad. Depending on the operating mode you can modify the following settings:

Mode	⊖ **Key**	⊕ **Key**
Incoming call	Reduce ring tone volume	Increase ring tone volume
Speakerphone (not with economy/ economy plus)	Reduce loudspeaker volume on telephone	Increase loudspeaker volume on telephone
Handset-controlled call	Reduce loudspeaker volume on handset	Increase loudspeaker volume on handset
Setting using the configuration menu and "Audio Settings"	Adjust volume of loudspeaker, handset, key click and ring tone as well as ring tone sequence and melody (confirm with ✓)	

Operating the Telephone with the Display

The optiPoint 410/420 economy/economy plus/standard S V6.0 offers all functions on the display in dialog menus which are independent of status. With the three dialog keys you can scroll through the individual functions, select the function you require and activate it. You can also assign enhanced functions to the keys such as destination numbers or shortcuts for certain actions.

You can set up a connection to a specified phone number by pressing the ☑ key. Use the ◁ key to edit and correct the phone number.

Standard Telephone Functions

All the features described in this section are available regardless of whether you use a single-line or multiline telephone.

The keypad is used for dialing phone numbers. You can choose to dial a normal phone number (E.164 phone number) or a URL. The number of digits in an E.164 number and the log-on number for user mobility is restricted to 20 digits. Other numbers such as phone numbers to be dialed are restricted to 24 digits.

Dialing aids and enhanced functions can be activated using individually programmable function keys.

Examples of dialing aids and enhanced functions:
- Redial
- Selected dialing
- Repertory dialing
- Abbreviated dialing
- Handsfree operation
- Mute
- Last number redial

You can use dialog menus to perform most other actions.

Function Selection

A function is selected with the keys ◁ or ▷ and confirmed with the ☑ key. The arrow icon (>) in the second line indicates that additional functions are available. In idle mode, there are no menu options available (no prompt).

At the end of the menu list the ▷ key goes to the beginning of the list, and at the beginning of the list the ◁ key goes to the end of the list.

When you select a function using the ☑ key, you are led step by step through the call procedure until all parameters have been entered.

Step by Step

Incoming Calls

The Telephone rings giving the set call signal
→ page 63.

If calling party information is transferred, it appears in the display.

If you are defining settings on the telephone when a call arrives, the process is paused. After the telephone conversation, the telephone automatically returns you to the point in the menu structure you were in before the call.

Answering a Call With the Handset

The telephone rings. The caller is displayed on the screen.

Lift the handset.

⊕ **or** ⊖ Set call volume. To raise or lower the volume, press the relevant key until the desired volume is set.

Answering a Call Without the Headset (Speakerphone Mode)

You can't use this function with optiPoint 410/ 420 economy/economy plus

The telephone rings. The caller is displayed on the screen.

Answer call? > ✓ Confirm

or

Loudspeaker Press key. LED lights up.
Speakerphone mode.

⊕ **or** ⊖ Adjust volume. To raise or lower the volume, keep pressing the keys until the desired volume is set.

Notes on speakerphone mode:

- Tell the other party that you are using speakerphone mode.
- The speakerphone works bests at a low receiving volume.

Step by Step

- The ideal distance between the user and the telephone set in speakerphone mode is about 50 cm (approx. 20 inches).

Ending a Call

Loudspeaker

Press key. LED goes out.

or

Quit

Press key.

or

Disconnect? >

Select and confirm.

If the call has been terminated by the other party, the message "Cleared" appears in the display.

Switching to Speakerphone Mode

You can't use this function with optiPoint 410/ 420 economy/economy plus

Prerequisite: You are conducting a call with the handset.

Loudspeaker **and**

Hold down the key while replacing the handset. Then release the key.
Proceed with the call.

Country Options set to US

In case you have set the country options to US, you do not have to hold the loudspeaker key to switch to speakerphone mode while replacing te handset.

Loudspeaker

Press key.

Replace the handset and proceed with the call in speakerphone mode.

Step by Step

Switching to the Handset

You can't use this function with optiPoint 410/ 420 economy/economy plus

Prerequisite: You are conducting a call in speakerphone mode.

and

Lift the handset. Continue the call.

Open Listening During the Call

You can allow other people in the room to join the telephone conversation. Inform the party at the other end of the line that you are switching to loudspeaker.

Prerequisite: You are conducting a call with the handset.

Activating this function:

Loudspeaker

Press key. LED lights up.

Deactivating this function:

Loudspeaker

Press key. LED goes out.

Refusing a Call

You can refuse an incoming call. If the number of the caller is transmitted, it is stored in the Missed Calls list so you can call that person back at a later date.

Refuse call? >

Select "Refuse call" and confirm.

The display returns to the idle menu.

The person calling receives a negative response.

Step by Step

Holding a Call

You can use this function to put a current call on "hold" to prevent the party at the other end of the line from hearing an internal consultation for instance.

The "Hold" function must be activated by the administrator.

Using the Menu

Prerequisite: You are in the middle of a call.

Hold? > ✓ Select and confirm.

The call is placed on hold. The held party's number and the message "On Hold" appear on the display.

After a configurable time interval, a double tone signal reminds you that the party is still on hold and the message "Still on Hold" appears on the display.

Reconnect? > ✓ Confirm this option to resume the held call. You may now either initiate a consultation call or terminate the call.

Transferring a Call

You can transfer your current call to another party with or without consultation.

Consultation? > ✓ Select and confirm (see also → page 30).

Enter the telephone number of the party to whom the call is to be transferred.

Dial? > ✓ Confirm.

The party answers.

Notify user of call transfer.

Complete Transfer? > ✓ Select and confirm (you may also simply replace the handset to connect the parties).

The display indicates that the parties have been connected. Replace the handset.

Step by Step

Making Calls

You can enter a phone number with the handset off- or on-hook.

If you have activated the function **Busy when dialing** (see → page 50), you cannot be interrupted by an incoming call. The caller hears busy tone.

Dialing Following Line Seizure

Lift the handset.

Redial the last number.

Redial 72261496? > ✓

Select and confirm. The number is dialed and the connection is set up.

or

Dial the number.

Enter the phone number and

Dial? > ✓

Confirm.

If the telephone is expecting input, you can also press a function key to which a dialing destination has been assigned, such as the Redial, Missed Calls key or a **repdial** key. Refer to → page 31 for information about features that simplify dialing.

Step by Step

Dialing Before Line Seizure

Enter the phone number.

Confirm your entry.

or

Press the Loudspeaker key.

The number is dialed and the connection is set up.

If you are using a dial plan and have set **Hot-Keypad** (see → page 49), dialing takes place automatically as soon as the character string entered matches an entry in the dial plan.

Using DTMF Tone Dialing

During a call, you can use DTMF tone dialing to operate answering machines, voice mailboxes, and so on. Depending on the dialing key pressed, different key sequences are sent out. The keys 0 - 9, the asterisk (*) key, and the hash (#) key can be used.

Refer to the operating instructions for the answering machine, voice mailbox, or other device for the specific tones needed to operate it correctly.

Step by Step

Call Log

The Call Log menu contains four lists for:
- Missed calls
- Dialed calls
- Received calls

The Call Log contains up to 20 of the last parties stored for the relevant list. The following call details are stored:
- Phone number
- The number of call attempts from each user (max. 99)
- The date and time of the last call attempt from each user

To ensure that entries can be saved in the "Missed Calls" and "Received Calls" lists, the **Caller ID** must be **displayed** as a name, number or both.

This is not the case if:
- "No display" is set for "Call display" (→ page 43).
- The caller ID was not transferred.

Step by Step

Displaying the Call Log

02=Call Log? > ✓ Select and confirm.

Select list

1=Missed calls? > ✓ Confirm.

or

2=Dialled calls? > ✓ Select and confirm.

or

3=Received calls? > ✓ Select and confirm.

The lists are sorted chronologically, with the most recent entry first.

You can scroll through the lists using the ◁ and ▷ keys.

Select entry

Select the entry you require from the relevant list.

3=543219876? > ✓ For example, select the third entry and confirm.

Display details

You can display details for the selected party.

2=Details? > ✓ Select and confirm.

The display shows the date and time of the call. If the same call has been entered repeatedly, the date and time of the last call appear in the display.

Step by Step

Call party

Once you have selected the required party, you can proceed as follows to make the call.

1=Dial? > ✓ Select and confirm.

Dial? > ✓ Confirm - the call is connected.

Delete party from list

You can delete the selected party from the list if you no longer require the entry.

3=Delete? > ✓ Select and confirm. The current entry has been deleted and the numbering of subsequent entries moves up in the list.

Delete all parties from list

You can delete the entire list for any entry. To do this, select the following option.

4=Delete ALL? > ✓ Select and confirm. All entries in the current list are deleted.

Select next/previous entry

If you have selected a party, you can use the following options to scroll to the next/previous party.

5=Next entry? > ✓ Select and confirm.

or

6=Previous entry? > ✓ Select and confirm.

Press the "Stop/Escape" key or select **0=End** to quit the Call Log.

Step by Step

"Missed calls" Key

If the "Missed Calls" list contains new entries that have not yet been displayed, the LED for the "Missed calls" key blinks. While you are checking the list, the LED lights continuously. When you exit, the LED only blinks if a new missed call entry has not yet been accessed.

Prerequisite: The key has been configured (→ page 54).

Press key to display the "Missed Calls" list immediately (→ page 27).

Redial Key

You can also use the redial key to display a list of the last 20 numbers dialed.

The last 20 numbers dialed are automatically stored, regardless of which line was used to place the call. If the dialed party was busy or did not answer, you can redial the number without having to re-enter the number for your next attempt. The number dialed last is the first one in the list.

Prerequisite: The key has been configured (→ page 54).

Press key to display the "Dialed calls" list immediately (→ page 27).

Step by Step

Consulting with a Second Party

During a call, you can consult with a second party while placing the first party on "hold".

You can transfer the call which is on hold to the second party – even if the latter has not yet answered (see → page 23).

Introducing Consultation

Prerequisite: You are in the middle of a call.

Consultation? > ✓ Confirm

Please dial #? > ✓ Confirm.

Enter the number of the second party to be called.

Dial? > ✓ Confirm to dial the number.

The connection is set up and displayed.

You can terminate the dialing process with the Cancel key during input of the number and then return to the first party.

Step by Step

Canceling Consultation Hold

If the other party does not pick up:

Disconnect and return? > ✓ Confirm to disconnect the active connection.

You are reconnected with the first party.

If the other party picks up:

Disconnect and return? > ✓ Conduct your consultation.
Confirm in order to return to the first party.
You can alternate between the two parties → page 31.

Alternating Between Two Parties

Prerequisite: You are conducting a consultation call (→ page 30).

Alternate? > ✓ Select and confirm. You are reconnected with the first party.

Alternate? > ✓ If necessary, choose "Alternate" and confirm. The second connection is displayed.

Canceling consultation hold

Disconnect and return? > ✓ Select and confirm.

Dialing Aids

The optiPoint 410/420 economy/economy plus/standard S V6.0 provides you with a number of dialing aids and memory functions to facilitate you in making calls and administering numbers.

Dialing with Selected Dialing Key

You can assign frequently dialed numbers to function keys (→ page 54). When you press one of the "selected dialing keys", the stored number is shown in the display, and you can set up a connection.

Prerequisite: The idle menu is displayed.

Frank Miller Press the assigned selected dialing key. The stored number or name is displayed.

Dial? > ✓ Confirm the number; The connection is established.

Step by Step

Using Auto Dial Timer

Following expiry of a configurable delay interval, auto dialing occurs after the last dialed digit is entered. This can happen in the following circumstances:

- Dialing in idle mode
- Deflecting an incoming call
- Making a consultation call
- Transferring an answered call.

The delay time can be shortened as follows:

- Pressing the ☑ key. This is applicable in all scenarios.
- Lifting the handset. This is only applicable after pre-dialing when the phone is idle or if the user has entered the digits for a consultation call and the handset is on hook.
- Pressing the Loudspeaker key. This is only applicable after pre-dialing when the phone is idle and the loudspeaker LED is off or if the user has entered the digits for a consultation call and the loudspeaker LED is off.

If an emergency number has been programmed by the administrator, the delay time for this number is reduced to 1 second.

The default setting for the delay time is 6 seconds. If necessary, you can change this value → page 44.

The automatic dialing delay does not function if you are using a dial plan and have set **Hot-Keypad** (see → page 49). Dialing takes place automatically as soon as the character string entered matches an entry in the dialing plan.

Step by Step

Using Abbreviated Dialing

To simplify the dialing process, you can call twelve abbreviated dial numbers. You can program a user number for each abbreviated dialing number → page 51.

Using Abbreviated Dialing to Make Calls

Abbrev. dialing

Press the "Abbreviated Dialing" function key.

The number for the abbreviated dial number 1 is displayed.

1) 08972228596_? >

Scroll to the desired abbreviated dialing number and confirm.

or

Enter the required single-digit abbreviated dialing number

2) 5618239758? >

Confirm.

Dial? >

Start the dialing process.

Storage locations for abbreviated dialing numbers that have not yet been programmed are displayed as "Not programmed".

Using Notebook Functions

If the last number dialed was busy, or if the called party has not picked up, or if you wish to note down the number of the remote user, then you can store the telephone number electronically and call it again at a suitable time (max. 24 alphanumeric characters). Both parties can store the number of the other party.
The notebook can also be used outside a call simply for recording a number to be recalled subsequently. In this case the currently stored number is displayed by default and can be edited using the cursor keys and keypad.

Storing a number

Prerequisite: You are conducting a call.

The current call is displayed.

Notebook

Press the "Notebook" function key.

Step by Step

Store? > ✓ The other party's number is displayed. Confirm "Store" to store the number.

or

Enter another number of your choice and confirm.

"Entry stored" confirms that the number has been saved.

Calling a stored number

The idle display appears.

Notebook Press the "Notebook" function key.

The stored number is displayed.

Dial? > ✓ Start the dialing process.

Using Repdial Keys

The **Repertory Dialing** function is similar to selected dialing. However, it can also incorporate dialing control functions at any point within the repertory dialing sequence.

Control Function	Action During Dialing
OK <OK>	Any characters following this control function are sent immediately after the call has been answered, and are sent as DTMF.
Pause <PA>	Waits 3 seconds before sending any characters following this control function.
Consultation <CS>	Establish a consultation call at this point.
Clear <CL>	Clear the current call at this point.

Procedure for programming **Repdial** keys, see → page 56.

Step by Step

Deactivating the Ringer

If you do not want to be disturbed by an incoming call ringing, you can deactivate the ringer.

Prerequisite: A function key must be configured (see → page 54).

Press the "Ringer off" key.
The LED is on.

This setting remains in effect as long as the LED is on.

If there's an incoming call, the ringer sounds one time and then remains mute.

The "Ringer off" LED blinks.

To deactivate the function, press the "Ringer off" key again.

The LED goes out.

Activating Do Not Disturb

Another way of avoiding disruptive incoming calls is to activate the Do Not Disturb function. When this function is activated, your telephone will not ring for incoming calls. The caller will hear the busy tone.

Prerequisite: Do Not Disturb must be permitted, otherwise the menu option will not be available (see → page 46).

Activating/Deactivating Do Not Disturb

Select and confirm.

Confirm. The new setting is displayed.

or

Confirm. The new setting is displayed.

If the word "or" is blinking in the idle display, the message "Do not Disturb - set" is displayed.

Step by Step

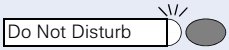
Using a Key to Activate/Deactivate Do Not Disturb

Prerequisite: A function key must be configured (see → page 54).

Press the "Do Not Disturb" key.
The LED is on.

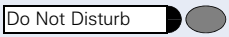
This setting remains in effect as long as the LED is on.

If there is an incoming call, the caller hears busy tone. However, calls for pickup groups will still be put through.



The Do Not Disturb LED blinks.

To deactivate the function, press the "Do Not Disturb" key again.



The LED goes out.

Step by Step

Customizing the Telephone

This chapter describes the settings for the optiPoint 410/420 economy/economy plus/standard S V6.0 - including the language used for menu guidance, date and time, dialing mode and audio settings for instance.

Accessing the Setup Menu

All settings are performed in the "Setup" menu, which you can access as follows:

Prerequisite: The idle menu is displayed.

05=Setup? > ✓ Select and confirm.

2=Configuration? > ✓ Select and confirm.

You will find an overview of the options here from → page 114.

0=End? > ✓ Select and confirm to quit the menu.

As soon as you lift the handset, you exit the "05=Setup" menu automatically.

All menus and menu items are preceded by a number. If you use the menu structure given at the end of this chapter, you can navigate within the menus faster by entering the numbers.

The sub-menus "2=Configuration" and "3=Local functions" in the "05=Setup" menu can be protected by a user password → page 52.

The individual menus are described in the following sections:

- Settings → page 38
- Configuration → page 38
- Local Function→ page 51
- Assigning Function Keys → page 54
- Audio Settings → page 61

Step by Step

Settings

The **Settings** menu is dynamic, i.e. it only appears with specific information on the status of the telephone, such as:

- Call forwarding active
- User status set

Prerequisite: You are in the "Setup" menu → page 37.

1=Settings? > ✓ Confirm in order to view the details of the current status of the telephone.

Configuration

You can use the **Configuration** menu to customize the settings on your optiPoint 410/420 economy/economy plus/standard S V6.0.

This menu can be protected using a user password → page 52.

Prerequisite: You are in the "Setup" menu → page 37.

▷ 2=Configuration? > ✓ Select and confirm.

You will find an overview of the options here from → page 114.

Country Options

These settings adapt your telephone to country-specific characteristics (for example, the display format for the date and time of day or transfer-technical parameters).

The default screen for the display depends on the installed language package.

Prerequisite: You are in the "Configuration" menu → page 38.

01=Country options? > ✓ Confirm

▷ 2=DE? > ✓ Select and confirm to configure the required country settings, such as Germany in our example.

Step by Step

Language

Use this menu option to define the language for operator prompting.

Prerequisite: You are in the "Configuration" menu → page 38.

02=Language? > ✓ Select and confirm; the set language is displayed.

1=German? > ✓ Select language and confirm.

Date/Time

This function allows you to select one of three different display modes for the date and manually set the time of day.

You must manually set the date and time of day if your telephone is not connected to an SNTP server.

Selecting the Display Mode

The currently configured format is shown on the display as the first option.

The following display modes are available:

Option	Example
1=DD.MM.YY	22.05.03
2=YY-MM-DD	03-05-22
3=MM/DD/YY	05/22/03

Prerequisite: You are in the "Configuration" menu → page 38.

03=Date/time? > ✓ Select and confirm.

1=DD.MM.YY? > ✓ Select required display format and confirm.

Step by Step

Setting the Date and Time

After the display format is selected, the date field appears.

Day:02 Month:10 Year:03?>

The field to be edited can be changed by using the ▷ and ◁ keys to scroll to the next or previous field.

Hour:08 Minute:22? >

Enter the proper digits using the keypad.

✓

Confirm the entered date.

If the date and time is invalid, the phone beeps and the cursor returns to the first item in the entry field when you attempt to confirm the entry.

or

Stop/Escape

Press the "Stop/Escape" key to return to the "Configuration" menu without changing the setting.

Call Duration

You can use this menu option to activate and deactivate the Call duration function.

This menu option is only available if it has been activated by the administrator.

Prerequisite: You are in the "Configuration" menu → page 38.

▷ 07=Call duration? > ✓

Select and confirm.

Switch on? > ✓

Confirm. The call duration is displayed.

or

Switch off? > ✓

Confirm. Display is suppressed.

The new setting is displayed.

Step by Step

Call Transfer

Use this menu option to activate/deactivate the feature for deflecting a current call to another party.

This menu option is only available if it has been activated by the administrator.

Prerequisite: You are in the "Configuration" menu → page 38.

09=Call transfer? > ✓	Select and confirm.
Switch on? > ✓	Confirm. Call can be transferred.
or	
Switch off? > ✓	Confirm. Call transfer not permitted.
	The new setting is displayed.

Call Join

You can use this menu option to activate or deactivate the feature for joining an active and a held call.

This menu option is only available if it has been activated by the administrator.

Prerequisite: You are in the "Configuration" menu → page 38.

10=Call join? > ✓	Select and confirm.
Switch on? > ✓	Confirm. Call parties can join the call.
or	
Switch off? > ✓	Confirm. Call join not permitted.
	The new setting is displayed.

Step by Step

Contrast

You can use this menu option to adjust the contrast of your display. There is a scale of 1 (low contrast) through 4 (high contrast).

Prerequisite: You are in the "Configuration" menu → page 38.

11=Contrast? > ✓ Select and confirm.

1=Display? > ✓ Select and confirm.

or

2=Key Labels? > ✓ Select and confirm.

Configure the contrast using

⊕⊖ the control keys on the telephone or

◀▶ the arrow keys or

1 to 9 the keypad keys.

■■00 ✓ Confirm the setting. The value for the new setting, for the display contrast for example, is displayed.

Dialing Mode

You can use this option to determine whether only a number or a number and a name can be entered when dialing a call destination.

In a HiPath 3000/HiPath 4000 environment you can only dial numeric.

Prerequisite: You are in the "Configuration" menu → page 38.

12=Dialing mode? > ✓ Select and confirm.

1=Name? > ✓ Select and confirm. Alphanumeric input.

or

02=Number? > ✓ Select and confirm. Numeric input.

or.

3=Name and Number? > ✓ Select and confirm for both options.

Specify which input you prefer.

1=Name? > ✓ Select alphanumeric input.

Step by Step

2=Number? > ✓	Select numeric input.
	The new setting is displayed.

Call Display

This function allows you to define what kind of caller information (Calling Line Identification) is displayed for incoming calls.

Possible options are:
1=Name
2=Number
4=No display
5=Name and Number

If the appropriate data is not available, the next available ID is displayed.

In a HiPath 3000/HiPath 4000 environment, the caller's number is displayed instead of the name. If no number is transmitted, the name display shows "Anonymous". Therefore it is recommended to select "Name and Number" for the call display.

Please note that when you select the "No display" option, **no** "missed calls" or "received calls" are **saved** in the Missed Calls list (see → page 26).

Prerequisite: You are in the "Configuration" menu → page 38.

13=Call display? > ✓	Select and confirm.
5=Name and Number? > ✓	Select the required option and confirm. The new setting is displayed.

Daylight Saving

You can use this function to stipulate that the clock on your telephone switches to summertime and wintertime automatically.

Prerequisite: You are in the "Configuration" menu → page 38.

14=Daylight Saving? > ✓	Select and confirm.
Switch on? > ✓	Confirm. Daylight saving activated.

Step by Step

or

Switch off? > ✓ Confirm. Daylight saving deactivated.

The new setting is displayed.

Auto Dial Timer

You can use this menu option to specify the time delay following input of the phone number before the phone automatically dials the number without you having to press the ✓ key.

The valid range is 1 (automatic dialing after 1 second) to 9 (automatic dialing after 9 seconds).

This does not affect automatic dialing of the designated emergency number.

Prerequisite: You are in the "Configuration" menu → page 38.

▷ 15=Auto Dial Timer? > ✓ Select and confirm.

Configure the number of seconds using

⊕⊖ the control keys on the telephone or

◁▷ the arrow keys or

1 to 9 the keypad keys.

■■□□□□□□□ ✓ Confirm the setting. The value for the new setting is displayed.

Hold Ringback Timer

Use the option **Hold Ringback Timer** to change the time after which you are reminded that you still have a call on hold.

The minimum value is 3, which provides ringback after 3 minutes. The maximum value is 15, which provides ringback after 15 minutes.

Prerequisite: You are in the "Configuration" menu → page 38.

▷ 17=Hold Ringback Timer?> ✓ Select and confirm. The current time is displayed.

Configure the number of minutes using

⊕⊖ the control keys on the telephone or

Step by Step

the arrow keys or

1 to 9 the keypad keys.

■■■■■■■■□□□□□□□□ ✓ Confirm the setting. The value for the new setting is displayed.

Music On Hold

Use this option to turn on or off the music played when you are placed on hold and no external „music on hold“ is transmitted.

Prerequisite: You are in the "Configuration" menu → page 38.

This menu option is only available if it has been activated by the administrator.

▷ 18=Music on hold? > ✓ Select and confirm.

Switch on? > ✓ Confirm.

or

Switch off? > ✓ Confirm.

The new setting is displayed.

Step by Step

Do Not Disturb

You can use this option to permit or prohibit the user from activating the Do Not Disturb feature. If Do Not Disturb is deactivated, the "04=Do Not Disturb" option is not available on the telephone.

This menu option is only available if it has been activated by the administrator.

Prerequisite: You are in the "Configuration" menu → page 38.

19=Do Not Disturb? > ✓	Select and confirm.
Switch on? > ✓	Confirm.
or	
Switch off? > ✓	Confirm.

The new setting is displayed.

Hold Ringback

You can use this option to activate and deactivate the Hold Ringback function, which reminds you that a call is still being held.

Prerequisite: You are in the "Configuration" menu → page 38.

21=Hold Ring Back? > ✓	Select and confirm.
Switch on? > ✓	Confirm.
or	
Switch off? > ✓	Confirm.

The new setting is displayed.

Idle State Options

System messages are displayed in the fourth line of the optiPoint 410/420 economy/economy plus/standard S V6.0.

Prerequisite: You are in the "Configuration" menu → page 38.

36=Idle display static? > ✓	Select and confirm.

Step by Step

1=Cycle/Flash? > ✓	Confirm. If multiple messages are received, they are displayed alternately.
or	
▷ 2=Static? > ✓	Select and confirm. The message with the highest priority is displayed even if multiple messages have been received. If there are several messages, a plus sign is visible behind the current message. You can switch between messages using the plus/minus key.

Inactivity Timeout

Use the timeout setting to specify the period of inactivity after which the telephone will automatically revert to the idle state.

Prerequisite: You are in the "Configuration" menu → page 38.

▷ 38=Inactivity timeout? > ✓	Select and confirm.
1=No timeout? > ✓	Confirm.
or	
▷ 2=30 seconds? > ✓	Select and confirm.
or	
▷ 3=1 minute? > ✓	Select and confirm.
or	
▷ 4=2 minutes? > ✓	Select and confirm.
or	
▷ 5=5 minutes? > ✓	Select and confirm.
or	
▷ 6=10 minutes? > ✓	Select and confirm.
or	
▷ 7=15 minutes? > ✓	Select and confirm.

Step by Step

DSM Call View

This function is only available if an optiPoint display module has been connected to your optiPoint 410/ 420. standard You can use this option to specify whether call view is on the telephone display or on the display module following a system restart.

Prerequisite: You are in the "Configuration" menu → page 38.

39=DSM call view? > ✓	Select and confirm.
Switch on? > ✓	Confirm. Call view appears on the optiPoint display module.
or	
Switch off? > ✓	Confirm. Call view appears on the telephone display.
	The new setting is displayed.

USB Keyboard Type

You can use this option to specify the language for an external USB keyboard.

The following languages are available:
1=English
2=English US
3=German
4=Spanish
5=Italian
6=French

Prerequisite: You are in the "Configuration" menu → page 38.

40=USB Keyboard Type? > ✓	Select and confirm. The set language is displayed, e.g. US.
3=German? > ✓	Select the required language and confirm your selection. The new setting is displayed.

Step by Step

Displaying Icons Instead of Text

If an icon is to be displayed on the optiPoint display module instead of message text such as "missed calls" for example, then activate this option (only with optiPoint 410/420 .standard S V6.0).

Prerequisite: You are in the "Configuration" menu → page 38.

45=Call view icons? > ✓ Select and confirm.

Switch on? > ✓ Confirm. Icons appear on the optiPoint display module.

or

Switch off? > ✓ Confirm. Text appears on the optiPoint display module.

The new setting is displayed.

Options for on-hook dialing

You should only change this function if you are using a dial plan (programmed by administrator). If the function is activated, you have the choice of two settings:

- Context
- Hot-Keypad

Context is the default setting. When on-hook dialing with this setting you must either confirm the option "Dial", press the loudspeaker key or wait until the Auto Dial Timer has timed out in order to set up the connection. If **Hot-Keypad** has been set, dialing takes place automatically as soon as the character string entered matches an entry in the dial plan.

Using the "Configuration" menu “ (see → page 38).

Context

48=Idle dialing mode? > ✓ Select and confirm.

1=Context? > ✓ Confirm.

or

Hot-Keypad

2=Hot-keypad? > ✓ Select and confirm.

Step by Step

Suppressing message about missed calls

If this function is activated, calls which have been missed are indicated on the display of the telephone in idle mode. If the function has been deactivated, new calls which have been missed are indicated only by the blinking of the relevant function key. This function does not apply to an **optiPoint display module** which is in use with your telephone.

▷ **51=Idle missed calls? >** ✓	Select and confirm.
Switch on? > ✓	Confirm in order to activate
or	
Switch off? > ✓	Select and confirm in order to deactivate.

Rejecting a call during dialing

If this function is activated, any calls which you receive while dialing will be rejected. The caller receives busy tone.

▷ **52=Busy when dialing? >** ✓	Select and confirm.
Switch on? > ✓	Confirm in order to activate
or	
Switch off? > ✓	Select and confirm in order to deactivate.

Step by Step

Local Functions

You can use the "Local Functions" menu to configure phone-based functions such as password definition or memory assignment for example.

This menu can be protected using a user password → page 52.

Prerequisite: You are in the "Setup" menu → page 37.

▷ 3=Local functions? > ☑ Select and confirm. Enter a password if necessary.

You will find an overview of the options from → page 114.

Abbreviated Dialing

You can use this option to program up to 12 abbreviated dialing entries.

Prerequisite: You are in the "Local Functions" menu → page 51.

1=Abbrev. dialing? > ☑ Confirm.

Note the index of the current abbreviated dial entry is displayed to the left of the number itself. Entries that are not currently configured are shown as "Not programmed".

▷ 1) 23456176? > Scroll through the programmed entries.

▷ 5)Not programmed? > ☑ Stop scrolling when the display indicates an entry that is not programmed and confirm.

Program destination #? > ☑ Confirm.

or

1 to 9 Start entering digits immediately.

or

◁ ▷ Use the arrow keys to select a different dialing mode before entering digits.

If the abbreviated number is already programmed and you press ☑, these digits are moved to the third line in the display. When you enter the first digit, the original content is deleted and the new digit is displayed.

Step by Step

If you immediately enter digits using the keypad, the content is deleted and the first new digit entered is displayed.

Program destination #? > ✓ Confirm to enter digits.

Enter digits

✓ and confirm.

5) 0451524486? > The stored number is displayed.

You may now use the arrow keys to browse or program other abbreviated numbers.

User Password

You can use this option to modify or enter your user password. Your password will protect all your user-specific settings including the language settings.

Prerequisite: You are in the "Local Functions" menu → page 51.

2=User password? > ✓ Select and confirm.

Change? > ✓ Confirm

✓ Enter a new password (exactly 6 numbers) and confirm.

✓ Enter the password again and confirm. Correct entry acknowledged with "Password accepted".

To deactivate the password, reset it to "000000".

The user password can also be changed remotely over the web server → page 99.

Step by Step

Lock Phone

You can use this option to lock your phone so that unauthorized persons cannot make calls from or change your user settings.

Emergency numbers and predefined numbers from the dialing plan can be dialed.

The telephone can only be locked if you have defined a user password → page 52.

Prerequisite: You are in the "Local Functions" menu → page 51.

3=Lock Phone? > ✓ Select and confirm.

Lock Only

02=Lock Only? > ✓ Select and confirm. "Phone Locked" appears in the display.

A user password is requested with "Enter User password" before you can dial a number or open the menu.

Clear Phone Lock

Open the menu on the telephone. You will be asked for your User password. As soon as you enter your User password, the lock is cancelled.

Memory

You can use this option to clear abbreviated dialing numbers or to reset the phone to the factory default.

Clearing Abbreviated Dialing Numbers

You can use this option to clear all programmed abbreviated dialing numbers.

Prerequisite: You are in the "Local Functions" menu → page 51.

4=Memory? > ✓ Select and confirm.

1=Clear abbrv List? > ✓ Confirm.

Clear? > ✓ Select and confirm. All abbreviated dialing numbers have been cleared.

Step by Step

Resetting Memory to Factory Default Settings

You can use this option to reset the phone settings to the factory default values.

This menu option only resets user-configurable data. Settings made by the administrator are not changed.

Open the "Local Functions" menu→ page 51.

4=Memory? > ✓ Select and confirm.

02=Delivery status? > ✓ Select and confirm.

Clear? > ✓ Select and confirm. All user data has been reset to the factory default settings.

Assigning Function Keys

The optiPoint 410/420 economy/economy plus/standard S V6.0 features a number of functions which you can assign to function keys as required.

You will find an overview of the options from → page 114.

The optiPoint 410/420 economy/economy plus/standard S V6.0 is equipped with 12 function keys all of which are user-programmable on two levels.

Five of these keys are preassigned on the first level. These keys are listed and illustrated on → page 17. Even these five preassigned keys can be reprogrammed.

If possible, do not change the **Cancel** and **Shift** keys. These enable you to cancel procedures and/or program shifted keys.

The optiPoint 420 or
optiPoint self labeling key module provide an electronic self-labelling function for programming keys.

The programming procedure using the telephone menu is described below with examples. However, you can also program keys using the web interface (→ page 97).

Step by Step

Example 1: Assigning the Mute Function to a Function Key

You would like to switch the microphone on or off while making a telephone call. This function should be assigned to one of the function keys.

Functions are only programmable on the first key level.
On the second level only numbers/names are programmable.

05=Setup? > ✓	Select and confirm.
4=Function keys? > ✓	Select and confirm.
1=Non shifted keys? > ✓	Confirm. You are prompted to press a key.
	Press the function key to be programmed (the associated LED blinks).
09=Mute? > ✓	Select and confirm.
	When programming function keys on an **optiPoint 420** or **optiPoint self labeling key module**, the electronic labeling function **Label** is displayed with the following prompt:
Continue? > ✓	Select and confirm to retain the preset label.
or	
Change? ✓	Confirm to adapt the electronic key labeling.
✓	Enter or modify key label and confirm. The relevant key is labelled automatically.
	The new function is assigned to the function key.
	If you want to program another key (or key level of the same key), you can select the level again.

If you are using an optiPoint 410 note the function you have assigned to the key on the label card to identify it → page 121.

Step by Step

Example 2: Assigning Repertory Dialing to a Function Key

There are two ways of assigning the **Repertory dialing** function to a function key:

- Define a new key called **Repertory dialing**and enter the repertory dialing sequence.
- Edit the repertory dialing sequence of a **Repertory dialing** key that has already been programmed.

The **Repertory dialing** function is similar to the repertory dialing function, but it also allows you to enter dialing control functions at any point in the repertory dialing sequence. As with every function used to initiate an outgoing call, the line is dialed automatically where possible.

The digits are entered as text and automatically interpreted as one of the following address forms:

- Sequence of digits
- URL

Dialing control functions can be selected and inserted.

Control Function	Action During Dialing
OK <OK>	Any characters following this control function are sent immediately after the call has been answered, and are sent as DTMF.
Pause <PA>	Waits 3 seconds before sending any characters following this control function.
Consultation <CS>	Establish a consultation call at this point.
Clear <CL>	Clear the current call at this point.

The characters for representing the dialing control functions can be combined in the same repertory dialing sequence. However, there are restrictions with certain characters.

When processing the dialing string for **Repertory dialing** the data is interpreted in the same way as dialed digits. The rules for interpreting each character are determined by the current status of the telephone and the content of the **Repertory dialing** character string.

Step by Step

- The **Clear** control function within a string causes each active call to be cleared down; any remaining characters are processed in a new context (normally "idle").
- The **Consult** control function within a string causes the current call to be held and the remaining characters to be interpreted as dialing digits.
- The **Pause** control function at the beginning of the string means that the string should only be sent as DTMF digits. If another call is not connected, this key is ignored. The length of the pause is then zero.
- The **Pause** control function after the dialing digits ensures that once the connection has been established, a wait time of at least three seconds will be set.
- The **Pause** control function after DTMF digits causes a wait time of at least three seconds plus 0.2 seconds for each digit sent in the previous block.
- If a string concludes with **OK**, the digits are sent without having to wait for the user to press OK or until a timeout occurs.

With the **Repertory dialing** function multiple function keys can each be programmed with a specific repertory dialing sequence.

Select and confirm.

Select and confirm.

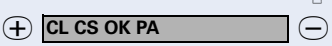
Programming the first level:

Confirm. You are prompted to press a key.

Press the function key to be programmed (the associated LED blinks).

Select and confirm.

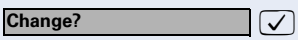
Enter the selection sequence to be saved.



You can use the ⊕ and ⊖ keys to insert a function.

Confirm if the destination is complete.

When programming function keys on an **optiPoint 420** or **optiPoint self labeling key module** the electronic labeling function Label is displayed with the following prompt:



Confirm to adapt the electronic key labeling.

Step by Step

Enter or modify name or number and confirm. The relevant key is labelled automatically.

or

Continue? > Select and confirm to retain the existing label.

Selected dialing The phone is now ready to dial with this function key in the programmed level.

If you are using an optiPoint 410 write the number on the label card → page 121.

Example 3: Assigning a Number or Name to a Function Key

You can assign frequently dialed numbers to a function key. When you press the key, the stored telephone number is shown in the display, and you can set up the connection.

05=Setup? > Select and confirm.

4=Function keys? > Select and confirm.

For programming the first level:

1=Non shifted keys? > Confirm. You are prompted to press a key.

Press the function key to be programmed (the associated LED blinks).

02=Selected dialing? > Confirm.

Program destination #? > Select and confirm.

Enter the telephone number or name to be stored and confirm.

When programming function keys on an **optiPoint 420** or **optiPoint self labeling key module** the electronic labeling function **Label** is displayed with the following prompt:

Change? Confirm to adapt the electronic key labeling.

Enter or modify name or number and confirm. The relevant key is labelled automatically.

or

Continue? > Select and confirm to keep the existing label.

Step by Step

The phone is now ready to dial with this function key in the programmed level.

If you want to program another key (or key level of the same key), you can select the level again.

If you are using an optiPoint 410 write the function that you have assigned to the key on the label card to identify it → page 121.

For programming the second level:

2=Shifted keys? > ✓ Confirm. You are prompted to press a key.

On the second level, only phone numbers and names, including **repertory dialing** can be programmed.

Press the function key to be programmed (the associated LED blinks).

02=Selected dialing? > ✓ Confirm.

Program destination #? > ✓ Select and confirm.

✓ Enter the telephone number or name to be stored and confirm.

When programming function keys on an **optiPoint 420** or **optiPoint self labeling key module** the electronic labeling function **Label** is displayed with the following prompt:

Change? ✓ Confirm to adapt the electronic key labeling.

✓ Enter or modify name or number and confirm. The relevant key is labelled automatically.

or

Continue? > ✓ Select and confirm to keep the existing label.

The phone is now ready to dial with this function key in the programmed level.

If you want to program another key (or key level of the same key), you can select the level again.

If you are using an optiPoint 410 write the function that you have assigned to the key on the label card to identify it → page 121.

Step by Step

Using Function Keys

You can call the programmed functions depending on the current status of the telephone. The corresponding display appears after a function key has been pressed.

Example 1: Activating the Notebook function

Prerequisite: The Idle menu or an active call is displayed.

Notebook

Press the "Notebook" function key.

Enter the number to be stored and confirm

or

Store? >

Confirm.

Storage of the number is confirmed with "Entry stored".

Example 2: Switching off the ringer for incoming calls on the telephone

Ringer off

Press the "Ringer off" function key.

Ringer off

The "Ringer off" LED lights up.

The ringer is deactivated. In the event of an incoming call, the LED blinks instead.

Step by Step

Audio Settings

Use this menu to adjust the volume of the ringer tone with which your telephone signals incoming calls, the volume of the loudspeaker and the handset volume, and set the room acoustics for handsfree talking.

Prerequisite: You are in the "Setup" menu → page 37.

▷ 5=Audio settings? > ☑ Select and confirm.

You will find an overview of the options from → page 114.

Loudspeaker Volume

In Idle Mode

Adjust the volume of the loudspeaker, the handset loudspeaker, and the ringer tone when the telephone is in idle mode. The lowest loudspeaker volume is 1 and the highest volume is 8.

Open the Audio Settings menu (see above).

Prerequisite: You are in the "Audio Settings" menu→ page 61.

1=Loudspeaker vol.? > ☑ Confirm. The current volume is displayed.

The value can be increased or reduced by using either

⊕⊖ the control keys on the telephone or

◁▷ the arrow keys or

1 to 8 the keypad keys.

■■■□□□□□ > ☑ Confirm the setting. The new setting is displayed as a value.

During a Call

You can adjust the volume of the loudspeaker, or the handset loudspeaker using the ⊕ and ⊖ keys during a phone call. Then press the ☑ key to save the setting. Otherwise the setting will only apply to the current call. The "Loudspeaker volume" menu disappears after five seconds if you do not make any entries.

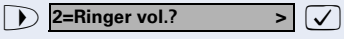
Step by Step

Ringer Volume

In Idle Mode

The lowest ringer volume is 1 and the highest volume is 5.

Prerequisite: You are in the "Audio Settings" → page 61.



Select and confirm.

The value can be increased or reduced by using either

the control keys on the telephone or

the arrow keys or

the keypad keys.

Confirm the setting. The new setting is displayed as a value.

During an Incoming Call

When your telephone rings at an incoming call, you can vary the volume of the ringer tone by means of the keys ⊕ and ⊖. Then press the ☑ key to save the setting. Otherwise the setting will only apply to the current telephone call.

The "Ringer volume" menu disappears after five seconds if you do not make any entries.

Step by Step

Ringer

The tone sequence can be varied in 3 steps, the melody in 8 steps. During programming you may switch between the tone sequence and melody input fields using the arrow keys ◁ and ▷.

If configured, the ringing tone may be different from the settings made here.

Prerequisite: You are in the "Audio Settings" → page 61 menu.

▷ 3=Ringer? > ✓ Select and confirm. The current setting is displayed.

Melody 2 Tone sequ. 1 ▷ Use the arrow keys to select the input field for music or tone sequence.

1 to ☎ Use these keys (1-5) on the keypad to change the values as required.

Melody 3 Tone sequ. 2 ✓ Confirm to change. The new setting is displayed.

Handset Volume

You can adjust the handset volume as follows:

Prerequisite: You are in the "Audio Settings" → page 61.

▷ 05=Handset vol.? > ✓ Select and confirm. The current setting is displayed.

The value can be increased or reduced by using either

⊕⊖ the control keys on the telephone or

◁▷ the arrow keys or

1 to 8 the keypad keys.

■■■■□□□□ > ✓ Confirm the setting. The new setting is displayed as a value.

Step by Step

Headset Volume

optiPoint 410/420 economy does not have a headset interface.

You can adjust the volume of the headset loudspeaker as follows:

Prerequisite: You are in the "Audio Settings" → page 61 menu.

▷ 8=Headset vol.? > ✓ Select and confirm. The current setting is displayed.

The value can be increased or reduced by using either

⊕⊖ the control keys on the telephone or

◁▷ the arrow keys or

1 to 8 the keypad keys.

■■■■□□□□ > ✓ Confirm the setting. The new setting is displayed as a value.

Room Acoustics

The room acoustics for the handsfree talking equipment can be adapted to the room conditions with this setting. Settings for normal, echoing or muffled rooms are available for selection.

Prerequisite: You are in the "Audio Settings" → page 61 menu.

▷ 6=Room character? > ✓ Select and confirm. The current setting is displayed, for example "Normal".

▷ 2=Echoing? > ✓ Select and confirm another setting. The new setting is displayed

Setting Room Character During a Call

If you are talking in "handsfree" mode (not with optiPoint 410/420 economy/economy plus), you can only adjust the room character only if you have assigned the functions "2=Echoing" and "3=Muffled" to function keys. Please read the section "Using Function Keys Menu" in the chapter "Customizing the Telephone" on → page 54.

Step by Step

Please note that the setting for room acoustics is reset to "1=Normal" if you deactivate the function keys "2=Echoing" or "3=Muffled".

Key Clicks

You can decide whether or not to have key clicks to provide feedback when a key has been pressed. Three volume levels are available and can be adjusted as indicated below.

Key clicks are only audible when the phone is in a call state. You do not hear key clicks when you configuring the telephone.

Prerequisite: You are in the "Audio Settings" → page 61 menu.

7=Key click vol.? > ✓ Select and confirm. The current setting is displayed.

You can increase or decrease this value with:

⊕⊖ the control keys on the telephone or

◀▶ the arrow keys or

1 to 3 the keypad keys.

■□□ > ✓ Confirm the setting. The new setting is displayed as a value.

Step by Step

Operating the Telephone with the optiPoint display module

The optiPoint display module can not be connected to the optiPoint 410/420 economy/ economy plus

Using the Display

To select the control elements on the display, use the stylus provided or a similar object that will not damage the display surface.

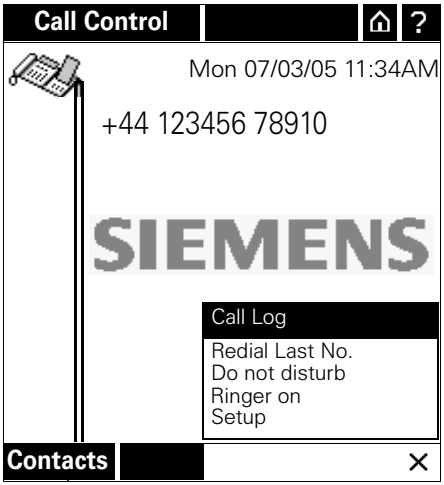
Please read the instructions on → page 94.

Call View Start Display

Prerequisite: "Use DSM" is enabled (→ page 48) and the telephone is **not** locked (→ page 53).

When you connect the telephone for the first time or restart it a message appears prompting you to press the display to start Call Control. The idle display appears.

Press the Menu icon to see which menu options are available when the telephone is in the idle state.



Step by Step

For further information, please refer to the section:

- Call Log → page 86
- Redial Last No. → page 85
- Do not disturb → page 90
- Ringer on → page 70
- Setup → page 96

Swap Display

You should configure a key to enable you to quickly swap from the telephone display to the Display Module Call Control and vice versa (→ page 54).

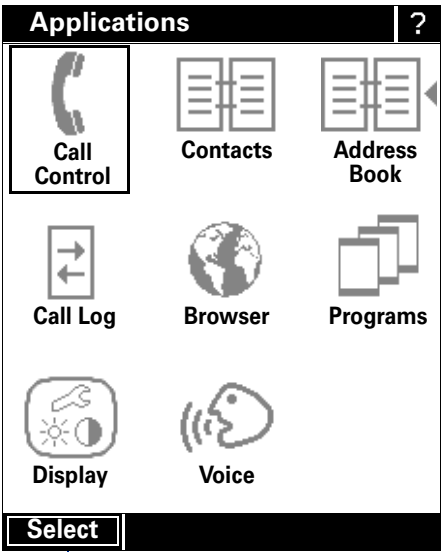
Swp Display

Press this key to swap displays quickly.

Applications Display

Press the Cancel icon in Call Control (→ page 66) if you want to cancel Call Control and use other applications.

Press the Home icon in Call Control (→ page 66) if you want to continue running Call Control in the background, but want to use other applications as well.



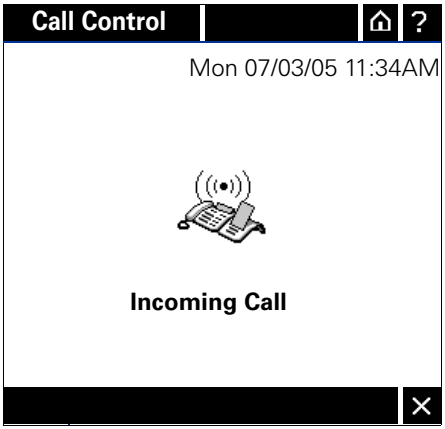
To return to Call Control, select the appropriate icon and then press the **Select** display key.

Step by Step

Incoming call

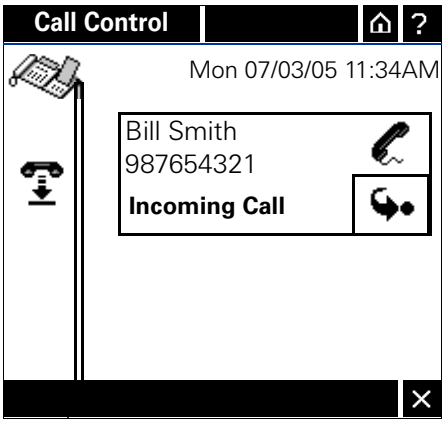
Incoming Call in Idle Mode

For incoming calls, you will hear the telephone ringing and see the display change as shown below.



If you are in the process of making settings on the phone during a call → page 96, the display will change to Call Control.

A **Caller Box** is then opened and if the caller's telephone number is transferred it appears in the box.



Step by Step

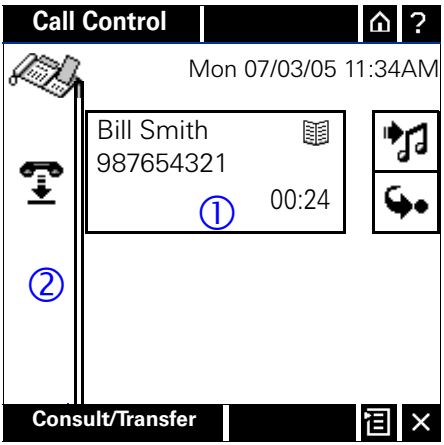
Answering a Call

You can now lift the handset to speak with the calling party

or

press the **Connection** icon in the **Caller Box** to answer the call.

The display changes and **Caller Box** ① appears closer to line ②.



Adding Callers to the "Contacts" Phone Book

When you answer a call, usually the caller's number is displayed as the caller ID (→ page 49).

In a HiPath 3000/HiPath 4000 environment, the caller's name is replaced with the caller's number; therefore, the caller's number is displayed twice.

Using the caller's number you can create a new entry in your **Contacts**.

You can use any of these details to create a new entry in the phone book.

Press the **Phone Book** icon in the **Caller Box** to open the phone book. Please refer to the operating instructions for the optiPoint display module for information on how to create entries in the phone book.

Step by Step

If you have assigned a name to a phone number in your **Contacts**, this name is displayed in the name field when this party calls. The number transmitted is overwritten with the name stored in your **Contacts**.

In the remaining sections of this documentation it is assumed that the sample parties are stored in the local phone book **Contacts**.

Reject Call

Additionally you can refuse an incoming call. This call is then stored in the list of "Missed Calls" (→ page 86) and you can initiate a callback at a later stage.

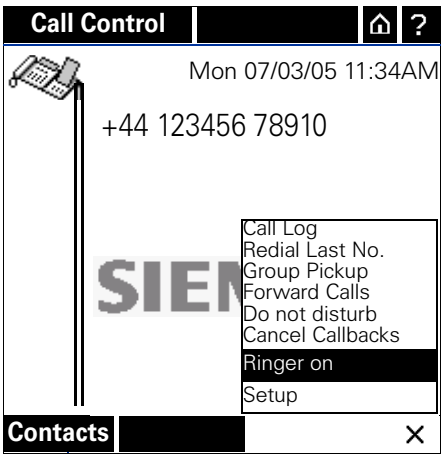
To reject a call, press the "Refuse" icon. The caller hears an appropriate message.

The telephone reverts to idle mode.

Ringer

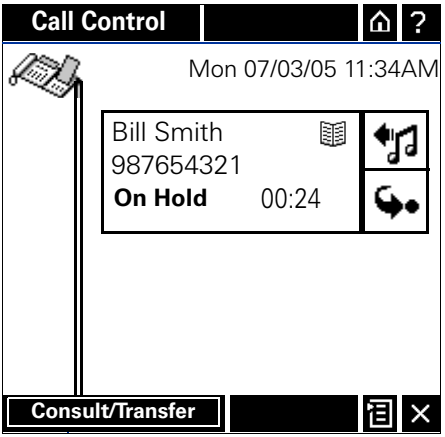
If you do not want to be disturbed by the ringing of an incoming call, you can deactivate the ringer.

If your telephone is in idle mode, select the option **Ringer on** or **Ringer Off** from the menu. You can also assign the on/off function to a function key (→ page 54).



Step by Step

Placing a Call on Hold



You can use this function to place an active call on hold. The other party is informed that they are being placed on hold.

Prerequisite: You are in the middle of a call.

Press the Hold icon to place the call on hold. The Caller Box now appears further from the **Line**.

Press the Reconnect icon to reconnect the call. The Caller Box now appears closer to the **Line**.

You can place two calls on hold at the same time.

Ending a Call

During a call you can use the following options to end the call immediately:

Press the "Clear" icon.

or

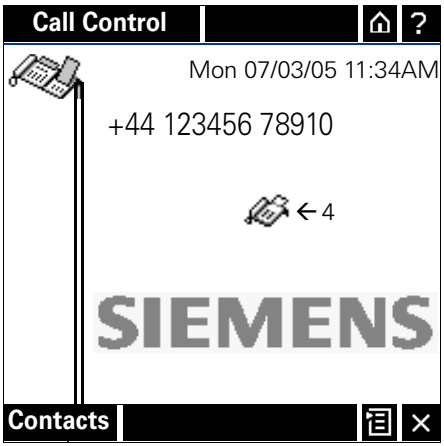
Replace the handset.

Step by Step

Displaying Missed Calls

If you do not answer a call, the call data is logged to the Missed Calls list.

The icon for missed calls and the number of missed calls only appears if entries have been stored in the list of missed calls (→ page 87).



Press the Missed Calls icon to open the list (→ page 87).

The icon is only displayed if the **Call view icons** option is activated, otherwise the appropriate text is displayed here. The function is deactivated by default. (→ page 49).

Step by Step

Making Calls

You can dial a telephone number both on and off-hook.

If you have activated the function **Busy when dialing** (see → page 50), you cannot be interrupted by an incoming call. The caller hears busy tone.

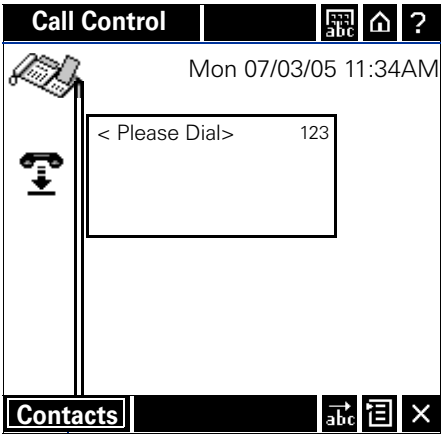
Off-Hook Dialing

Lift the handset.

or

Loudspeaker

Press.



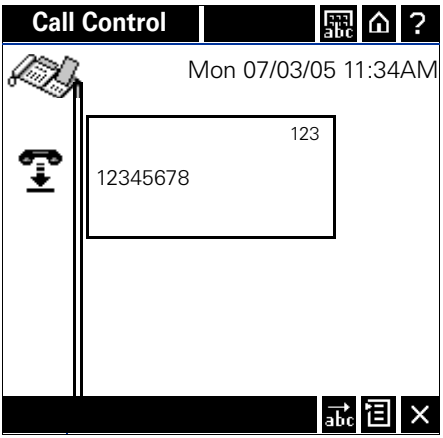
Enter a phone number using the keypad.

or

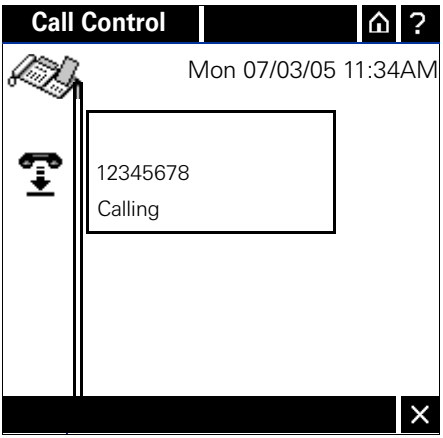
Enter the number using the display keyboard. (The display keyboard is described in the operating instructions for the optiPoint display module).

You can also use phone numbers that are stored in **Contacts** (→ page 78), in **Redial Last No.** (→ page 85) or in a **Call Log** (→ page 86).

Step by Step



☑ Confirm dialing as soon as you have finished entering the number.



The number is dialed.
As soon as the party answers, the **Call Control** switches to display an active connection.

Step by Step

Voice Dialing

Dial the phone number by simply speaking a name.

Prerequisite: Entries in the "Contacts" phone book must be supplemented/configured for voice dialing.

Please refer to the operating instructions for the optiPoint display module for information on how to program entries for voice dialing.

Lift the handset.

or

Loudspeaker

Press.

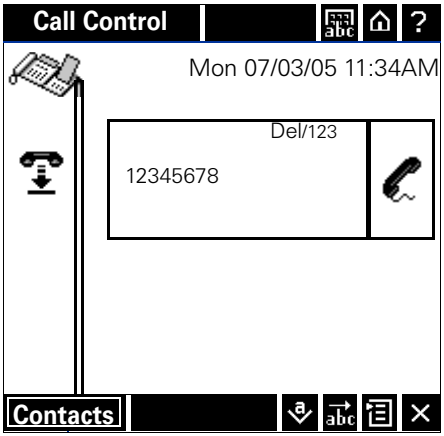
Press the "Voice Dial" key on the display module.

The display switches to "Voice Recognition" mode.

Speak the name of the person you want to call into the handset or the microphone. Repeat if necessary. If the name of the party is recognized, the number is dialed.

Step by Step

On-Hook Dialing



Enter a telephone number using the keypad.

or

Enter the phone number using the display keyboard (the display keyboard is described in the operating instructions for the optiPoint display module).

You can also use telephone numbers that are stored in **Contacts** (→ page 78), in **Redial Last No.** (→ page 85) or in a **Call Log** (→ page 86).

Press the off-hook icon to dial the phone number.

or

Loudspeaker

Press the Loudspeaker key to dial the phone number.

or

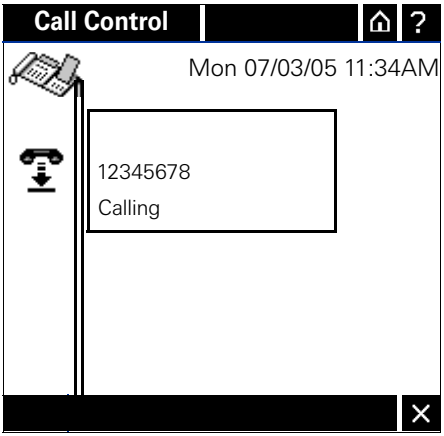
Wait until the Auto Dial Timer has timed out.

If you are using a dial plan and have set **Hot-Keypad** (see → page 49), dialing takes place automatically as soon as the character string entered matches an entry in the dialing plan.

The number is dialed.
As soon as the party answers, **Call Control** switches to display an active connection.

Step by Step

Ending a Call



To end a call simply:

replace the **handset**

or

Loudspeaker

press the **Loudspeaker** key if you are in speakerphone mode,

or

press the **Replace Handset** icon.

If **another call** is waiting, the telephone rings as it would for a normal incoming call. If the connection is interrupted by another party, you will be informed of this via the telephone display.

Step by Step

Dialing from Contacts

If you have stored contacts in the local "Contacts" phone book, you can use them anytime you want to dial a number.

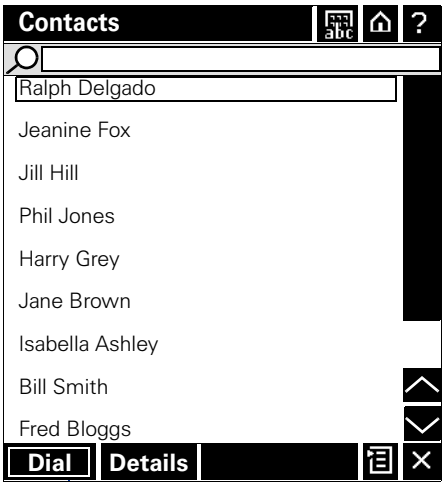
Please refer to the operating instructions for the optiPoint display module for information on how to create entries in the phone book.

Calling Contacts

To call a party from "Contacts", press the **Contacts** display key either before or after you have seized the line (→ page 76 and/or → page 73).

To consult (→ page 80) with a party from "Contacts" you can also press the **Contacts** display key.

In all cases a display similar to the one shown below appears:



Find and select the relevant party in the list and then press the display key **Dial**. The phone number is used for this procedure.

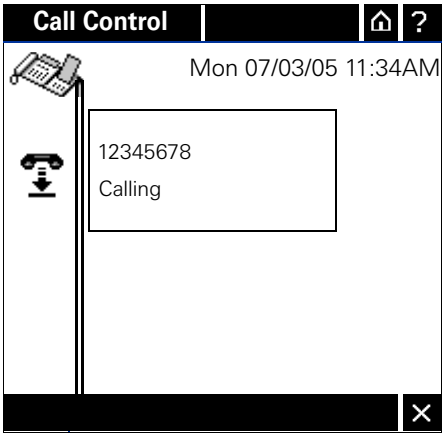
Step by Step

Using Repdial Keys

If you press a selected dialing key with a stored number (see → page 58), the number appears in the Caller Box.

Frank Miller

Press the programmed function key.



The stored number is displayed and dialed. When the connection is established, you are in speakerphone mode.

Repertory Dialing

With repertory dialing, you can enter dial control functions at any point in the repertory dialing sequence. HiPath 3000/HiPath 4000 automatically detects whether the digits represent an IP address, a number, or a URL.

Control Function	Action During Dialing
OK	Any characters following this control function are sent immediately after the call has been answered, and are sent as DTMF.
Pause	Waits 3 seconds before sending any characters following this control function.
Consult	Establish a consultation call at this point.
Clear	Clear the current call at this point.

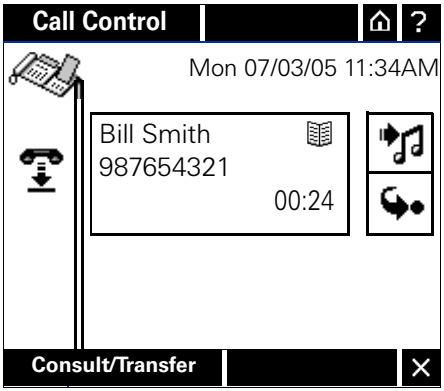
For information on programming a repdial key see → page 56.

Step by Step

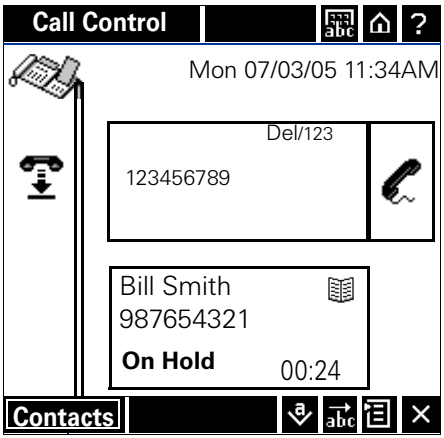
Conducting Two Calls Simultaneously

Consultation

During a call you can call another party and initiate consultation while the call with the first party is **On Hold**.



Press **Consult/Transfer** and dial the second party. The current call switches to **On Hold** status.



Enter the phone number using the display keyboard (the display keyboard is described in the operating instructions for the optiPoint display module).

or

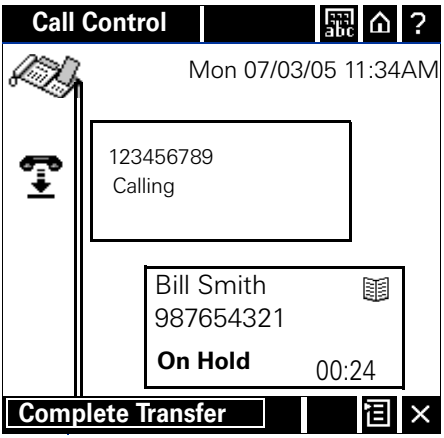
Enter a phone number using the keypad.

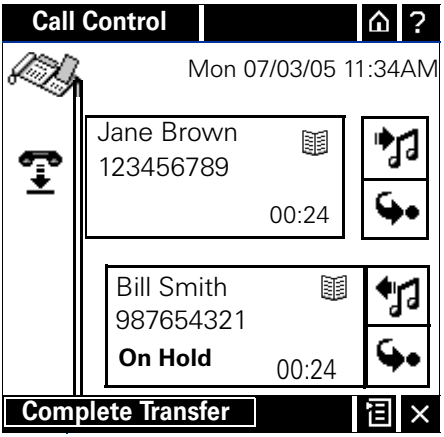
Step by Step

You can also use phone numbers that are stored in **Contacts** (→ page 78), in **Redial Last No.** (→ page 85) or in a **Call Log** (→ page 86).

You can terminate the dialing process with the Cancel key during input of the number and then return to the first party.

Press the off-hook icon to dial the telephone number.





You can now alternate between the two parties (→ page 84).

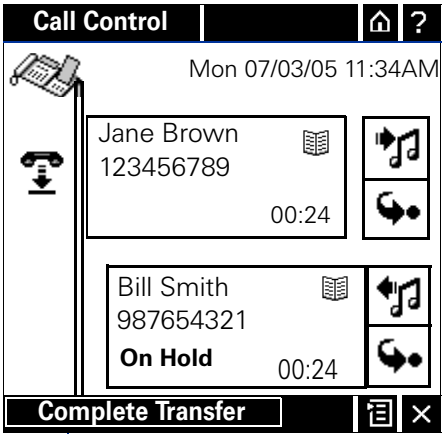
Step by Step

You also have the option of placing both parties on hold. In this case the "alternating" option is not available.

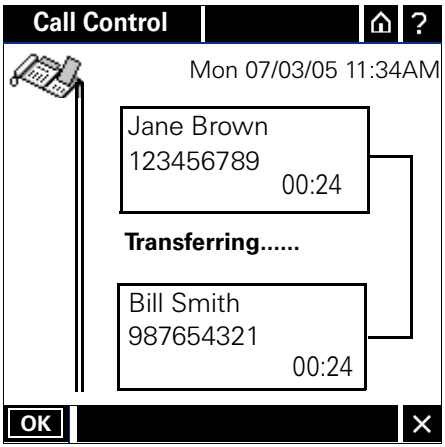
Call transfer

During consultation you can connect the other two parties to each other.

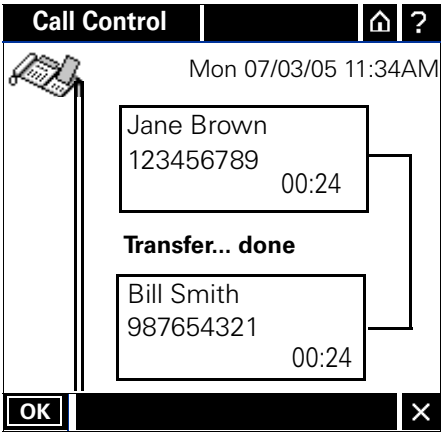
Prerequisite: You have set up a consultation call.
→ page 80.



Press **Complete Transfer** in order to transfer the held call to the second party



Step by Step

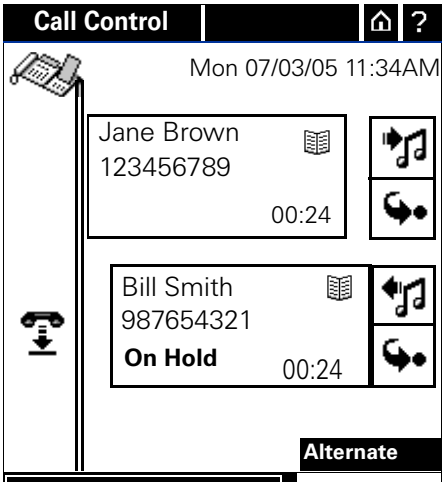


Press the display key **OK** to terminate the process immediately. You can then replace the handset or redial.

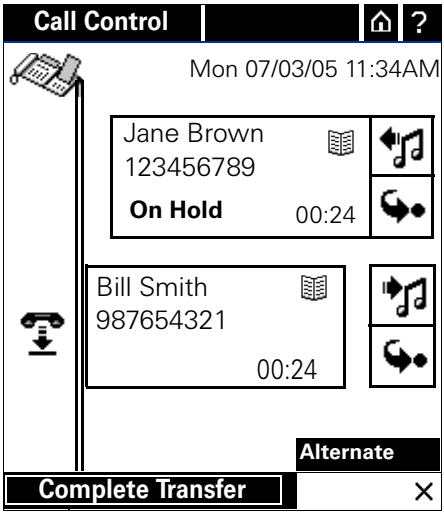
Step by Step

Alternate – Alternating Between Two Parties

You can alternate between two parties to whom you are connected after answering a second call or in consultation mode.



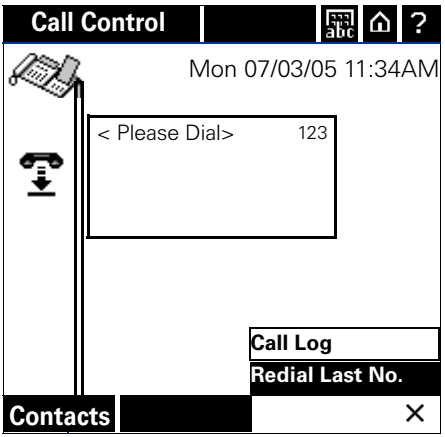
Open the menu and select the option **Alternate** in order to switch to the other party. The active connection changes to the **On Hold** status.



Step by Step

Redial Last Number

You can use this option to immediately redial the last number.



To redial the last number dialed, open the menu and select the option **Redial Last No.** You can also select the menu option from the menu in idle mode.

Redial Last No. is only available if the "Dialed calls" list contains entries (→ page 86).

Step by Step

Call Log

To call or clear a party, select the relevant name from the **Call Log** . You can display call details or store caller data in the phone book.

The following call logs are created:
- Dialed calls
- Missed calls
- Received calls

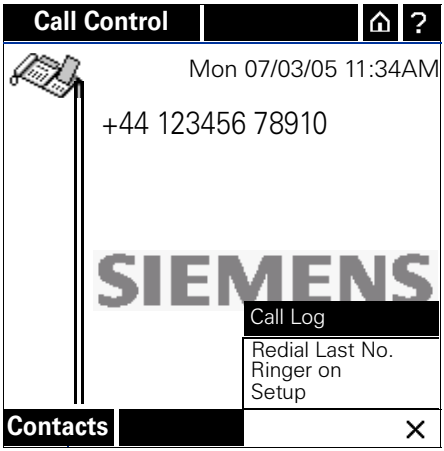
You will find more information in this regard in the description of the Telephone menu → page 26.

To ensure that caller data for incoming calls is stored, you must make sure that the caller ID is transferred (→ page 43).

Dialed Calls

The last 20 numbers dialed are automatically stored. If a line is busy or if there is no reply, you can use the **Dialed calls** list to redial the number.

The numbers dialed are sorted in descending order according to date and time. The number dialed last appears first in the list.



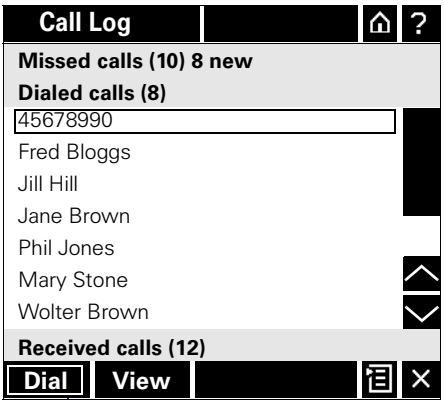
Step by Step

Open the menu in idle mode or when prompted to dial and select the **Call Log** option.

Select **Dialed calls**.

or

Press the Redial key to open the **Dialed calls** list.



Select a party and press the **Dial** display key to dial the number.

Missed Calls

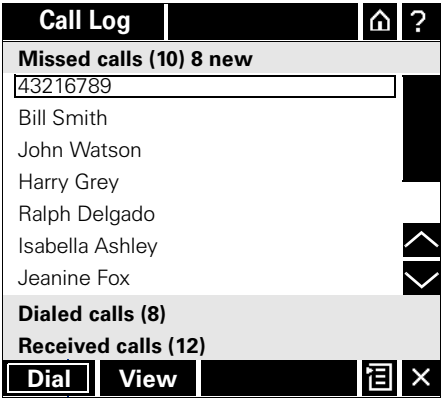
Open the menu in idle mode and select **Call Log**.(→ page 66).

Select **Missed calls**. This list contains the calls that were not answered on this telephone. It is sorted chronologically with the last call received appearing first.

or

Press the "Missed Call" key to open the **Missed calls** list.

Step by Step



If a party dials a number, forwards a call or does not answer an incoming call, the caller's details are stored in the relevant **Call Log**. Depending on the available data, the name or the number of the telephone is displayed. You can use the stylus to select the required entry.

Press the relevant display key to:

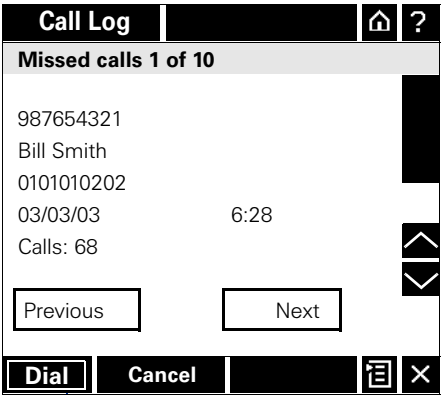
- display the caller's details (→ page 89)
- clear the entry
- dial the number
- store the number in your phone book (opens the phone book).

Step by Step

Details

The following is displayed when you press **Details**:

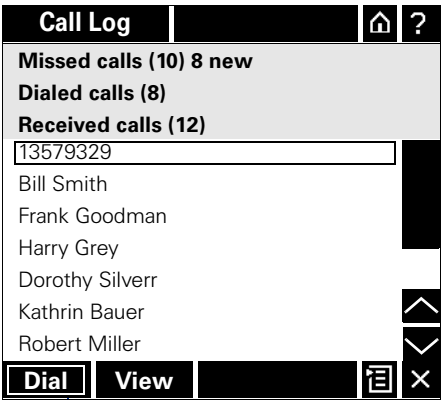
- The number of call attempts from each user (max. 99)
- The date and time of the last call attempt.



Received Calls

Open the menu in idle mode and select **Call Log** (→ page 66).

Select **Received calls**. This list contains the calls that were not answered on this telephone. It is sorted chronologically with the last call answered appearing first.

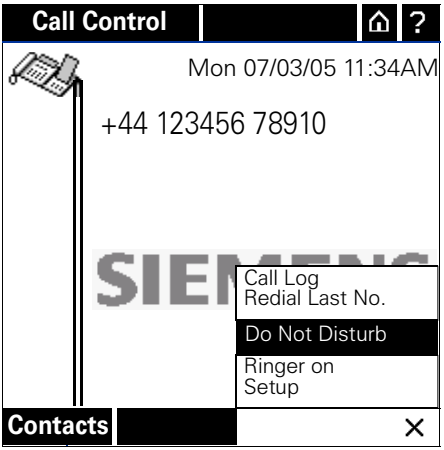


Step by Step

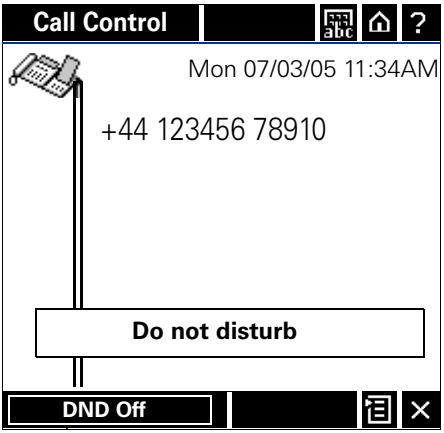
Do Not Disturb

When **Do not disturb** is enabled, the caller hears the busy tone.

Prerequisite: Do Not Disturb must be configured (→ page 46).



Open the menu in idle mode and select **Do not disturb**.



Press the **DND Off** display key to deactivate Do not disturb.

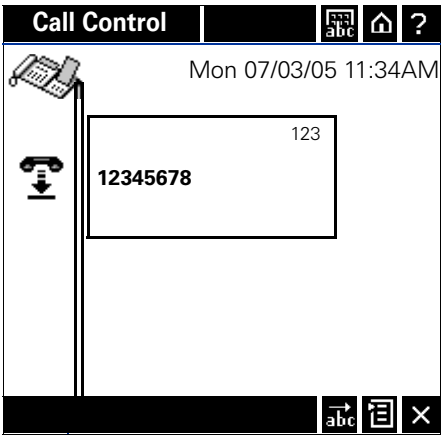
Step by Step

Character Input

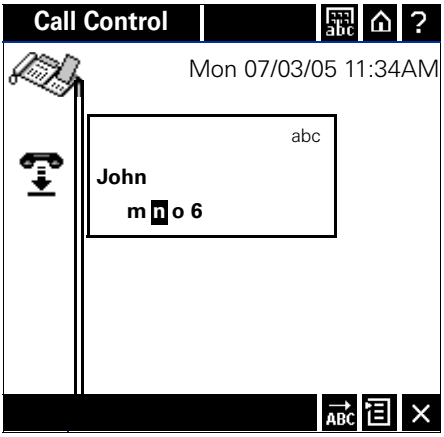
Changing Character Mode

Press this icon to switch keyboard input from numeric to alphanumeric (lowercase) and/or alphanumeric (uppercase).

Numeric input

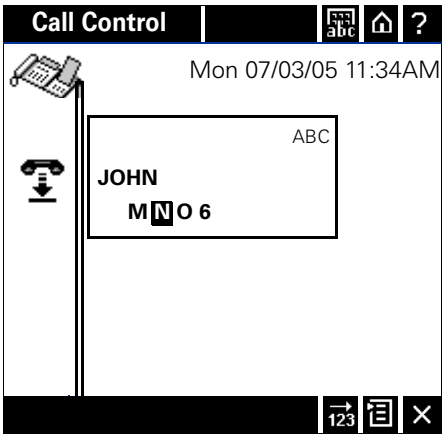


Alphanumeric input (lowercase)



Step by Step

Alphanumeric input (uppercase)

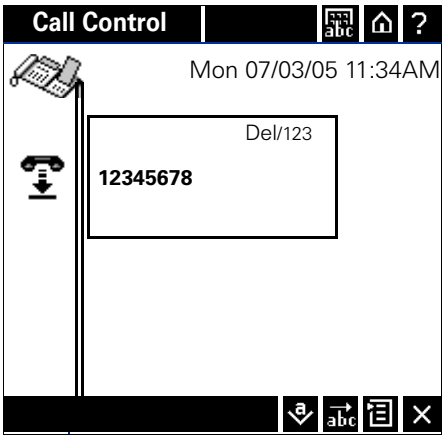


Switching Between Overwrite and Insert Mode

Switching to Insert Mode

If the icon appears in the bottom system display row, you are currently in **overwrite mode**, i.e. input characters overwrite existing characters.

Press this button to switch to insert mode.

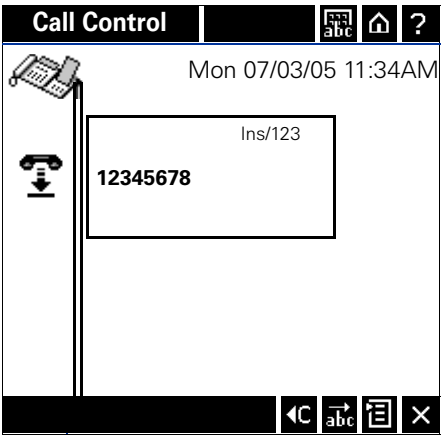


Step by Step

Switching to overwrite mode

If the C icon appears in the bottom system display row, you are currently in **insert mode**, i.e. input characters are inserted in between existing characters.

Press this button to switch to overwrite mode.



Additional Keys

Clears individual characters from right to left.

Confirms input (e.g. for dialing).

Step by Step

Navigating on the Display Module

Selecting and Activating Control Elements

To select the control elements on the display use the stylus provided or a similar object that will not damage the display surface.

The display features the following control elements:

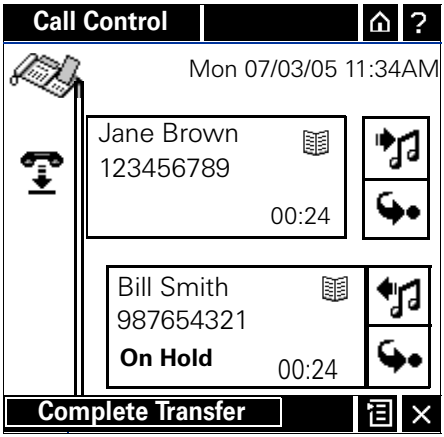
e.g. or or

e.g. **Complete Transfer**

- Icons
- Display keys
- Caller box with phone number, name and status information if applicable

All control elements that you can select using the stylus and/or request input, can also be selected using the , , and keys and activated using the key.

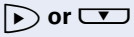
Selected control elements are highlighted with a bold frame. Light frames are used for dark backgrounds.

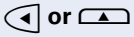


Example: The Hold icon is selected - indicated by bold frame - and can now be activated.

Step by Step

The keys for the Display Module are used as follows:

 Select next control element for activation.

 Select previous control element for activation.

Activate control element by opening a menu at the same time for example.

Edit Fields

If the activated control element is an edit field, the control keys must be used as described here – depending on the input mode selected (→ page 91):

- Overwrite mode: Proceeds with a control element from the edit field.
- Insert mode: Moves cursor one character to the right and after the last character, jumps one control element forward.

- Overwrite mode: clear key (clears characters in reverse starting from the cursor position).
- Insert mode: moves cursor one character to the left and with the first character, skips back one control element.

Confirms input (e.g. for dialing).

Proceeds to the next control element from the edit field.

Returns to the previous control element from the edit field.

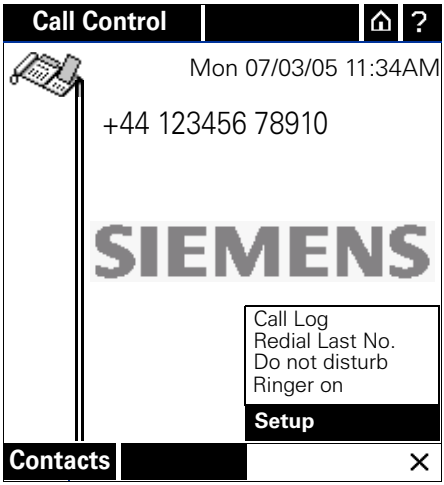
Control Keys on the Telephone

The control keys and and the confirm key on the telephone have the same function as the corresponding keys on the Display Module (→ page 94).

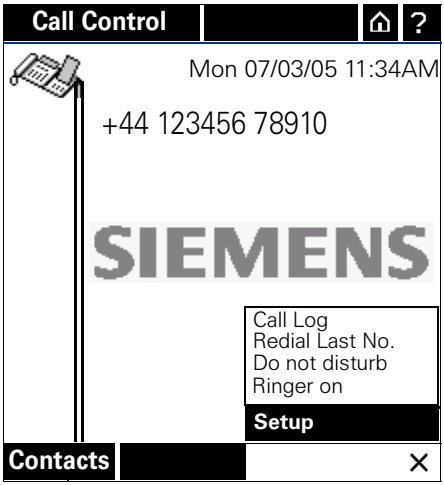
Step by Step

Setup Menu in the Display Module

You can also call up the Setup menu (→ page 37) in the Display Module. To do this, use the keypad on the telephone.



In idle mode open **Setup** in the menu to call up the telephone's Setup menu. You will see the following view:



Use the keypad on the telephone to enter the letters 1 to 9 and the keys ◀ ▶ ☑ to scroll and confirm.

Step by Step

Web Interface

General Information

optiPoint 410/420 economy/economy plus/ standard S V6.0 is equipped with a HTTP web server, which permits the mapping of information from the telephone to a web browser on a PC integrated into the LAN ("Web-based Management Tool").

The IP data for the optiPoint 410/420 economy/ economy plus/standard S V6.0 and the PC must be configured correctly for this.

The web interface contains the following form elements:

User — Click this link to access the relevant page.

Submit — Click this button to incorporate the changes into the current form. This transfers the changes to the optiPoint 410/420 economy/economy plus/ standard S V6.0.

Reset — Click this button to reset the changes in the current form to the former optiPoint 410/420 economy/economy plus/standard S V6.0 values.

Login — Click this button to perform an action (such as "Save", "Download", "Invoke" and "Restart"). A message is displayed in the event of an error.

United Kingdom — Select an option from the List field.

Click a field in one of the interface images to obtain more information about the field.

Preparatory Steps

Open Web Interface

To evoke the interface, open a web browser and enter the following URL:

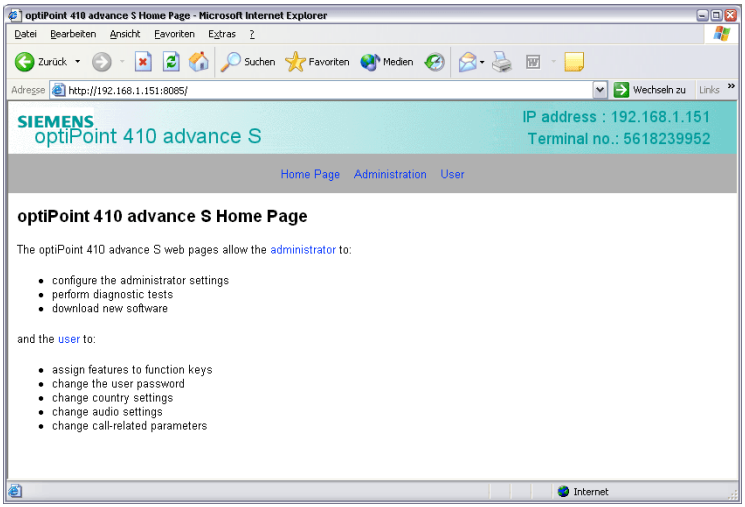
http://[IP of the telephone]

Where [IP of the telephone] stands for the IP address of the optiPoint 410/ 420 economy/economy plus/standard S V6.0 that you want to map.

If applicable, confirm the following advisory message with "Yes":

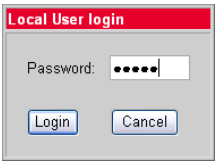
Security Alert
Information you exchange with this site cannot be viewed or changed by others. However, there is a problem with the site's security certificate.
The security certificate was issued by a company you have not chosen to trust. View the certificate to determine whether you want to trust the certifying authority.
The security certificate date is valid.
The name on the security certificate does not match the name of the site.
Do you want to proceed?
Yes
No
View Certificate

The homepage appears:


optiPoint 410 advance S Home Page - Microsoft Internet Explorer
Datei Bearbeiten Ansicht Favoriten Extras ?
Zurück Suchen Favoriten Medien
Adresse http://192.168.1.151:8085/
Wechseln zu Links
SIEMENS
optiPoint 410 advance S
IP address : 192.168.1.151
Terminal no.: 5618239952
Home Page Administration User
optiPoint 410 advance S Home Page
The optiPoint 410 advance S web pages allow the administrator to:
configure the administrator settings
perform diagnostic tests
download new software
and the user to:
assign features to function keys
change the user password
change country settings
change audio settings
change call-related parameters
Internet

Call up the user interface

User Click here to access the user area.



Enter the user ID for the optiPoint 410/420 economy/economy plus/ standard S V6.0 telephone and click "Login".

If a user ID has not been specified, enter the default value "000000".

Menu Structure

Click a field in one of the interface images to obtain more information on the field.

User menu

- Change user password
- Function keys...
  - Phone
  - Key module 1
  - Key module 2
  - Key module SLK 1
  - Key module SLK 2
- Country Settings
- Audio Settings
- Call-related parameters

Change User Password

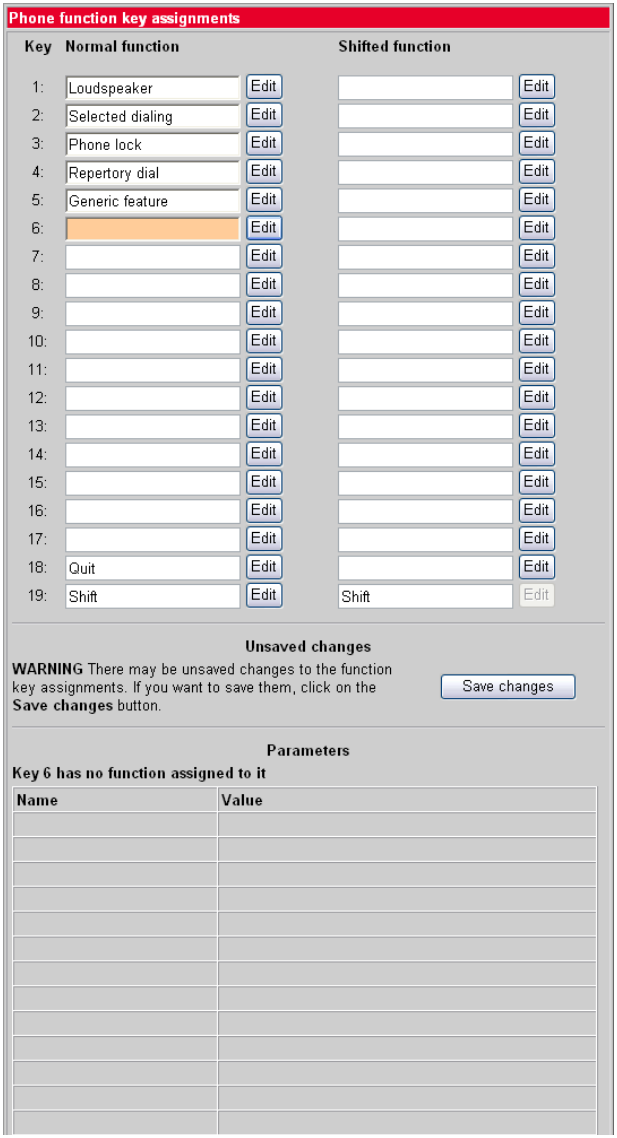
For a description on how to change the user password in the Telephone menu, see → page 52.

Function Keys

For a description on how to change the user password in the Telephone menu, see → page 54.

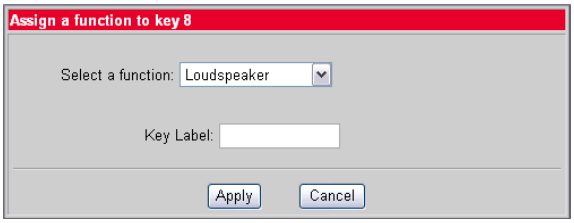
Click a field in one of the interface images to obtain more information on the field.

Phone

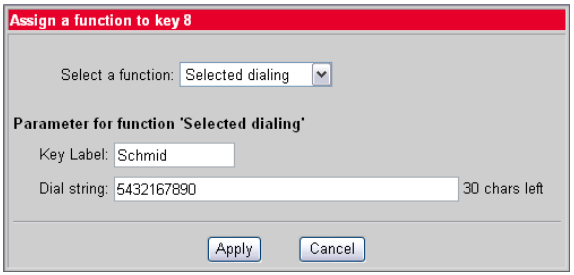


Select Function Key

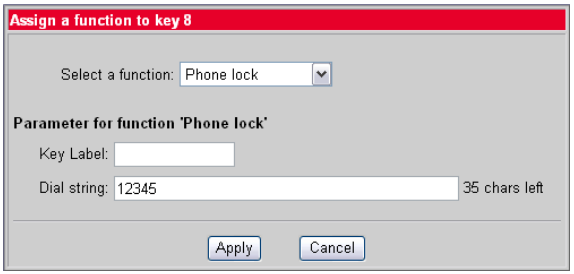
"Loudspeaker" function key



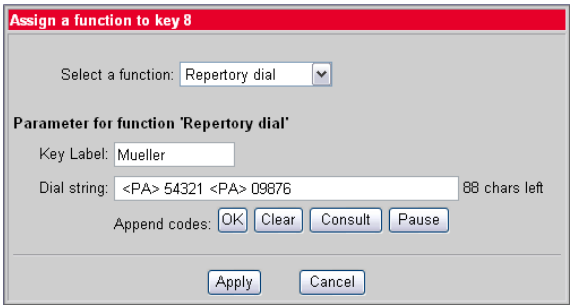
"Selected dialing" function key



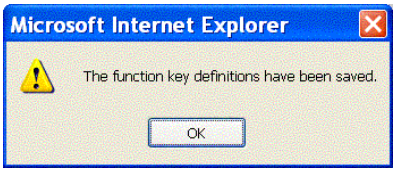
"Phone lock" function key



"Repertory dial" function key



Info Message



The function keys have been assigned the selected functions.

Country Settings

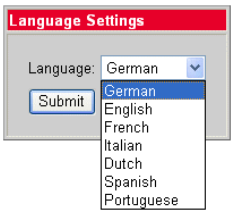
For a description of the country setting in the Telephone menu, see → page 38.

Click a field in one of the interface images to obtain more information about the field.

Language Settings

Setting the language → page 39.

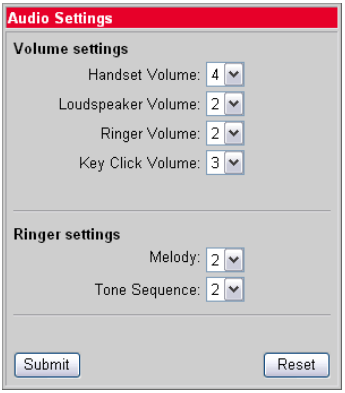
Click a field in one of the interface images to obtain more information about the field.



Audio Settings

For a description of how to change the Audio Settings in the Telephone menu, see → page 61.

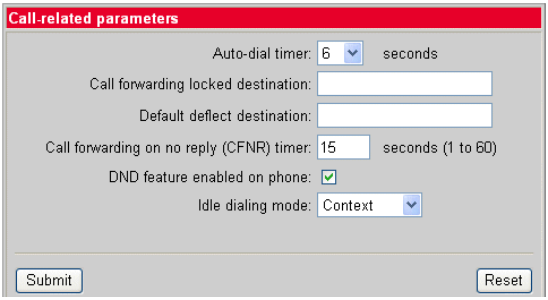
Click a field in one of the interface images to obtain more information about the field.



Call-Related Parameters

For a description of the parameters in the Telephone menu, see the following pages:

- Auto Dial Timer, → page 44
- DND feature enabled on phone → page 46
- Options for on-hook dialing, → page 49


Call-related parameters
Auto-dial timer: 6 seconds
Call forwarding locked destination:
Default deflect destination:
Call forwarding on no reply (CFNR) timer: 15 seconds (1 to 60)
DND feature enabled on phone:
Idle dialing mode: Context
Submit
Reset

Alphabetic Reference

This glossary provides basic information required for performing configuration tasks on the optiPoint 410/420 economy/economy plus/ standard S V6.0.

- The section "Alphabetic Reference" explains terms found in the menus in alphabetic order.
- Clicking the icons will bring you to the relevant function descriptions:
  - Using the icons on the optiPoint 410/420 economy/economy plus/ standard S V6.0
  - Using the icons via the web interface

Append Codes

Append codes are control functions that are accepted at any position within the repertory dialing sequence.

The following options are available for selection:

Function	Status Indication
OK	Any characters following this function are sent immediately as DTMF signals after the call has been answered.
Clear	Clear the current call at this point.
Consult	Establish a consultation call at this point.
Pause	Any characters following this function are sent after three seconds.

→ page 101 → page 56

Auto-Dial Timer

Timeslot (in seconds) between the last digit input and the start of the dialing procedure.

- Minimum value: 1
- Maximum value: 8
- Default value: 6

→ page 103 → page 44

Country

From the list field, select the country where you would like to install the optiPoint 410/420 economy/economy plus/standard S V6.0. Country-specific settings such as ringer or busy tone for example are performed with this option.

The following options are available for selection:

- United States
- Germany
- France
- Italy
- Spain

- Austria
- Switzerland
- Belgium
- United Kingdom
- Argentina
- Brazil
- Luxembourg
- Netherlands
- Portugal
- Poland
- Czech Republic

→ page 102 → page 38

DND feature enabled on phone

Users are permitted to switch Do Not Disturb on and off on their telephone.

→ page 103 → page 46

Handset Volume

Handset volume setting.
- Minimum value: 1 (quiet)
- Maximum value: 8 (loud)
- Default value: 4

→ page 103 → page 63

Idle dialing mode

You should only change this function if you are using a dial plan (programmed by administrator). If the function is activated, you have the choice of two settings:
- Context
- Hot-Keypad

→ page 103 → page 49

Key Click Volume

Key click volume setting on the dialing keypad.
- Minimum value: 0 (no sound)
- Maximum value: 3 (loud)
- Default value: 2

→ page 103 → page 65

Key Label

Specify the name for automatic key labelling here.
- Only applies to optiPoint 420 telephones and **optiPoint self labeling key module**
- Value: 0 to 12 characters

→ page 101 → page 54

Language

Select your language setting:
- German
- English
- French
- Italian
- Dutch
- Spanish
- Portuguese

→ page 102 → page 39

Loudspeaker Volume

Setting the loudspeaker volume for optiPoint 410/420 economy/economy plus/standard S V6.0.
- Minimum value: 1 (quiet)
- Maximum value: 8 (loud)
- Default value: 2

→ page 103 → page 61

Melody

Setting the ringer melody for incoming calls.
- Minimum value: 1 (Melody 1)
- Maximum value: 8 (Melody 8)
- Default value: 2

→ page 103 → page 63

Parameters for "Repertory dial"

Enter the control functions that are accepted at any position within the repertory dialing sequence, see → page 104.

→ page 101 → page 56

Parameters for "Selected dialing"

Enter the phone number for direct inward dialing.

→ page 101 → page 31

Ringer Volume

Setting the ringer volume.

- Minimum value: 1 (quiet)
- Maximum value: 5 (loud)
- Default value: 3

→ page 103 → page 62

Selecting a Function

Select the required functions for both first and second level function keys.

The following options are available for selection:

Function Key	Explanation
Clear definition[1] (Clear)	Clear current definition.
Selected dialing[1]	Configure function key as a selected dialing key and program telephone number.
Abbreviated dialing	Configure a function key as an abbreviated dialing key.
Repeat dialing	Configure a function key as a redial key.
Missed calls	Configure a function key to display missed calls list.
Loudspeaker	Configure a function key as a loudspeaker key.
Mute	Assign a function key for muting the microphone.
Ringer off	Define a function key to switch ringer on/off.
Hold	Assign a function key for holding calls.
Alternate	Define a function key for alternating between two callers.
Join	Assign a function key for call connection.
Setup menu	Assign a function key for evoking the "Setup" menu.
Room echoing	Define a function key for setting the room acoustics to echoing.
Room muffled	Define a function key for setting the room acoustics to muffled.
Shift	Define a function key for accessing the second level of function keys.
Notebook	Define a function key for the "Notebook" function.
Settings	Define a function key for checking the current status (such as active call forwarding settings).
Phone lock	Define a function key for locking and unlocking the telephone.
Headset	Function key for activating/deactivating the headset.
Do Not Disturb	Define a function key for activating/deactivating Do Not Disturb.
Repertory dial[1]	Assign the "Repertory dial" function to a function key.

Function Key	Explanation
Swap screens	Switches the telephone display from line display to Display Module (DSM) and vice versa.
Quit	Function key for ending calls.
Confirm	Represents the confirm key "☑".

1 Function keys are also available on the second level.

→ page 100 → page 54

Tone Sequence

Setting the ringer sequence for incoming calls.
- Minimum value: 1 (Sequence 1)
- Maximum value: 3 (Sequence 3)
- Default value: 2

→ page 103 → page 63

User Password

Password input for the web interface user area.
- Current password: enter currently valid password here.
- New password: enter new password here.
- Confirm new password: confirm new password here.
- Default value: 123456

→ page 99 → page 52

Step by Step

Using Editors

Entering Text

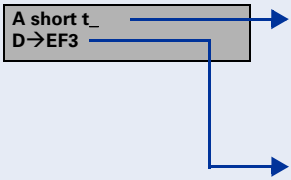
The text editor permits you to use the keypad on your optiPoint 410/420 advance S V6.0 to enter text (letters, numerals and special characters).

The editor is automatically activated when the optiPoint 410/420 advance S V6.0 requests you to enter text.

Using the editor, you can not only enter characters, but also navigate within text and conveniently delete characters.

Because text can be scrolled to the left or the right, the maximum length of a text item is not limited by the number of characters shown on the display. The upper limit is 200 characters per text item.

Entering Characters



The text that you wish to generate or modify is shown in the first line of the display. The position for entering, modifying or deleting characters in the text (the cursor) is marked by an underscore "_".

The second line shows the characters that can be selected using a particular key of the keypad. In certain situations, additional information is also shown here. The currently selected character is marked by an arrow. In the example shown here, the 3 key has been pressed twice to select the character "e".

The following table shows all of the characters that can be entered. When you press a key more than once, the characters associated with the key are called up in sequence. If you stop pressing the key for longer than a second, the relevant character is entered.

The precise character assignment is determined by the language setting on the optiPoint 410/420 advance S V6.0.

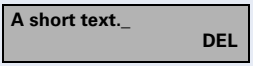
Step by Step

Key	1x	2x	3x	4x	5x	6x	7x	8x	9x	15x
1	@	(1)	1							
2 abc	a	b	c	2						
3 def	d	e	f	3						
4 ghi	g	h	i	4						
0 oper	j	k	l	5						
6 mno	m	n	o	6						
7 pqrs	p	q	r	s	7					
8 tuv	t	u	v	8						
9 wxyz	w	x	y	z	9					
*	/	(	)	[	]	*	<	=	>	%
0	.	(1)	,	?	0	!	:	;	’	„
#	#	@	_	&	+	-	^	|		

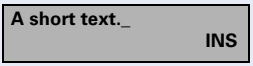
(1) Space

Use Shift to switch between upper and lower case when entering letters (shown with a light blue background in the table).

The state of the Shift key (overwrite or insert mode) is shown on the right-hand side of the fourth line:



Shift key not active.



Shift key active

Step by Step

Navigating During Text Entry

The following keys can be used for navigation during text entry:

"Shift key" off: delete character to the left of the cursor.
"Shift key" on: move the cursor to the left or shift the text to the right.

At the right-hand end of the text: enter one space character.
Otherwise:
"Shift key" off: delete character to the right of the cursor.
"Shift key" on: move the cursor to the right or shift the text to the left.

Shift

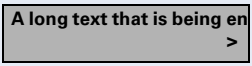
When navigating, switch between "move cursor" and "delete character".

Terminate entry and accept changes.

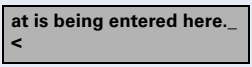
Quit

Terminate entry and discard changes.

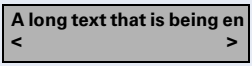
If the text is too long to be shown in the display, arrows in the second line show the direction in which the text can be scrolled:



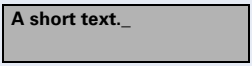
Long text extending past the end of the display to the right: right-pointing arrow.



Long text extending past the end of the display to the left: left-pointing arrow.



Long text extending past the end of the display to the left and right: left-pointing and right-pointing arrow.



Short text: no arrow.

Appendix

This appendix contains an overview of the optiPoint 410/ 420 advance S V6.0 menus as well as any messages that are displayed and their explanations.
It also contains tables for the default assignment of function keys.

Idle Mode Display

Priority	Category	Description
1	Download	The telephone's configuration or software is being updated
2	System	Shows information pertaining to the lack of connection or registration failure with the server
3	Restart	Reminder that the telephone needs to be restarted
5	Do not disturb	Indicates that with certain exceptions, incoming callers will hear busy tone
7	Missed calls	Indicates if any new missed calls have been received
8	Default	Shows the local identification information.

User Menu

Telephone Menu	Default
...	
02=Call Log?	
1=Incoming calls?	0
2=Dialed calls?	0
3=Received calls?	0
4=Forwarded calls?	
0=End?	
03=Forward?	Not supported
1=Unconditional?	Not supported
1=New/change target?	
1=Use keypad?	
2=Use editor?	
0=End?	
2=Switch on?	
3=Switch off?	
0=End?	
2=On no reply?	Not supported
1=New/change target?	
1=Use keypad?	
2=Use editor?	
0=End?	
2=Switch on/off?	
0=End?	
3=On busy?	Not supported
1=New/change target?	
1=Use keypad?	
2=Use editor?	
0=End?	
0=End?	
0=End?	
04=Do Not Disturb?	Not activated
Switch on/off?	
Continue?	
05=Setup?	
1=Settings?	
2=Configuration?	
01=Country options?	
1=US?	●
2=DE?	
3=FR?	
4=IT?	
5=ES?	
6=AT?	
7=CH?	
8=BE?	
9=UK?	
0=End?	
02=Language?	
1=German?	
2=English?	●
3=French?	
4=Italian?	
5=Dutch?	
6=Spanish?	
7=Portuguese?	
0=End?	
03=Date/time?	
1=DD.MM.YY?	●
2=YY-MM-DD?	
3=MM/DD/YY?	
0=End?	
04=Call deflection?	Not supported

Telephone Menu	Default
--- 05=Call forwarding?	Not supported
--- 07=Call duration?	On
--- 08=Call waiting?	Not supported
--- 09=Call transfer?	Not supported
--- 10=Call join?	On
--- 11=Contrast?	
|-- 1=Display?	2
2=Key labels?	2
|-- 0=End?	
--- 12=Dialing mode?	
|-- 1=Name?	Not supported
|-- 2=Number?	●
|-- 3=Name and Number?	Not supported
|-- 0=End?	
--- 13=Call display?	
|-- 1=Name?	Not supported
|-- 2=Number?	
|-- 4=No display?	
|-- 5=Name and Number?	●
|-- 0=End?	
--- 14=Daylight Saving?	Off
--- 15=Auto Dial Timer?	6
--- 16=CFNR Timer?	Not supported
--- 17=Hold Ringback Timer?	3
--- 18=Music on hold?	On
--- 19=Do Not Disturb?	Off
--- 20=Message Waiting?	Not supported
--- 21=Hold Ringback?	On
--- 22=Conference?	Not supported
--- 23=Local Conferencing?	Not supported
--- 32=Auto answer?	Not supported
--- 33=Beep on auto answer?	Not supported
--- 34=Auto reconnect?	Not supported
--- 35=Auto Reconnect Beep?	Not supported
--- 36=Idle display static?	
|-- 1=Cycle/Flash?	●
|-- 2=Static?	
|-- 0=End?	
--- 38=Inactivity timeout?	
|-- 1=No timeout?	●
|-- 2=30 seconds?	
|-- 3=1 minute?	
|-- 4=2 minutes?	
|-- 5=5 minutes?	
|-- 6=10 minutes?	
|-- 7=15 minutes?	
|-- 0=End?	
--- 39=DSM call view?	On
--- 40=USB Keyboard type?	
|-- 1=English?	
|-- 2=English US?	●
|-- 3=German?	
|-- 4=Spanish?	
|-- 5=Italian?	
|-- 6=French?	
|-- 0=End?	
--- 43=Deflect Address?	Not supported
|-- 01=New/Change Target?	
|-- 00=End?	
--- 44=Line settings?	
--- 45=Call view icons?	Off
--- 46=Call park?	Not supported
--- 47=Call Park Pickup?	Not supported
--- 48=Idle dialing mode?	

Telephone Menu	Default
1=Context1?	●
2=Hot-keypad?	
00=End?	
49=Callback-busy?	Not supported
50=Callback-no reply?	Not supported
51=Idle missed calls?	ON
52=Busy when dialing?	ON
53=Hangup while ringing?	ON
00=End?	
3=Local functions?	
1=Abbrev. dialing?	not programmed
2=User password?	000000
3=Lock Phone?	Off
02=Lock Only?	
03=Set/Change Target?	
00=End?	
4=Memory?	
1=Clear abbrv List?	
2=Delivery status?	
0=End?	
0=End?	
4=Function keys?	
1=Non shifted keys?	
01=Clear?	
02=Selected dialing?	
Abbrev. dialing	
04=Repeat dialing?	●
05=Missed Calls?	●
06=Messages?	Not supported
07=Forwarding?	Not supported
08=Loudspeaker?	●
09=Mute?	
10=Ringer Off?	
11=Hold?	
12=Alternate?	
13=Transfer call?	
14=Call join?	
15=Deflect?	Not supported
16=Setup menu?	
17=Room echoing?	
18=Room muffled?	
19=Shift key?	●
20=Notebook?	
21=Settings?	
22=Lock Phone?	
23=Conference?	Not supported
24=Local Conferencing?	Not supported
25=Headset?	
26=Do not disturb?	
30=Group pickup?	Not supported
31=Repertory dialing?	
32=Line?	Not supported
33=Feature Toggle?	Not supported
34=Park?	Not supported
35=Pickup?	Not supported
36=Swap Display?	
37=Cancel/Release?	●
38=Confirm?	
39=Consult/Transfer?	
40=Callback?	Not supported
41=Cancel Callbacks?	Not supported
00=End?	
2=Shifted keys?	

Telephone Menu	Default
|--- 1=Clear?	
|--- 2=Selected dialing?	
|--- 3=Repertory dialing?	
|--- 4=Park?	Not supported
5=Call Park Pickup?	Not supported
|--- 0=End?	
|--- 0=End?	
--- **5=Audio settings**?	
|--- 1=Loudspeaker vol.?	2
|--- 2=Ringer volume?	3
|--- 3=Ringer?	2/2
|--- 5=Handset volume?	4
|--- 6=Room character?	
|--- 1=Normal?	●
|--- 2=Echoing?	
|--- 3=Muffled?	
|--- 0=End?	
|--- 7=Key click volume?	0
|--- 8=Headset vol.?	2
|--- 0=End?	
--- **09=Voice messages**?	
|--- 1=Message Centre?	
|--- 0=End?	

Telephone Menu

Dialing

Menu Option	Action	Next Step
Please dial #?	Dial by number	Dialing via the keypad
Redial?	Redial last number dialed	Dialing the stored number

Connection Status

Menu Option	Action	Next Step
Consultation?	Hold user 1, call user 2	Consultation call" menu
Hold?	Place call on hold	Basic call" menu
Transfer?	Transfer call to user 2 and clear connection without consultation	Idle menu
Disconnect?	Clear the current call	Idle menu

Consultation Call

Menu Option	Action	Next Step
Alternate?	Hold connected user and call up user on hold	Consultation call" menu
Join?	Transfer call with consultation to the two parties in contact and withdraw from the conversation	Idle menu
Hold?	(DFT only) Place connected call on hold	
Disconnect and return?	Disconnect connected user and call up user on hold	Basic call" menu

Incoming Calls

Menu Option	Action	Next Step
Refuse call?	Do not accept incoming call	Idle menu
Answer call?	Answer incoming call	"Call join" menu, if first call "Consultation" menu if second call

Messages and Alarms

Status Messages

Status messages are generally displayed in the top display line. They remain there (static) until they are replaced by a new status.

User Display (2nd line)	Explanation
Connection refused	A connection to the specified destination cannot be established
Connection refused	The remote terminal is alerting
Busy	The remote terminal is busy
Rejected	The remote user rejected the call
"Call join" menu	The call is connected
Cleared	The remote user cleared the call
Cleared - unknown	The call was cleared for an unknown reason
Still on Hold	The call xxxxxxxxx is in the held state
Cannot Be Held	It was not possible to place the connected terminal on hold
Cannot Be Transfered	It was not possible to effect a transfer

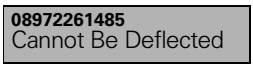
Error Messages

The error display on the telephone is limited to one display output and acoustic signals possibly generated from the network.

As a rule, error messages are shown in the bottom line of the display. This means that the connection between the original action and the error which has occurred is retained.

Example:

It is not possible to deflect the incoming call:



Press the ✓ or Cancel key

Error messages can be "cleared" and confirmed manually either with the ✓ or the Cancel key.

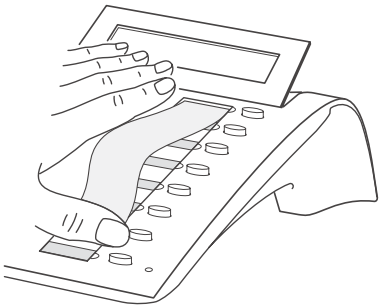
Labeling the Keys

You can choose from the following options to label the keys on the optiPoint 410 advance S V6.0 with the functions or telephone numbers saved:

Labeling

- By hand:
  Labeling strips are delivered with your optiPoint. Write the function or a name on the matching strips within the white field and attach them to your optiPoint.
- With a computer via the Internet:
  You will find the "Online Key Labelling Tool" along with the user interface at http://www.siemens.com/hipath → "Downloads" → "Software".

Place the strip next to the keys, then place the transparent cover over it (**matte side facing up**).



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Important Functions at a Glance

Making a call:

Either: + Dial? > ☑

Or: + Dial? > ☑ + as soon as the other party picks up or use speakerphone and loudspeaker.

Redialing (from the „Call Log“ list:

+ Repeat Dial + select entry 3=543219876? > ☑ and confirm.

Redialing (last number dialed):

+ Redial 72261496? > ☑ + Dial? > ☑

Switching between handset and speakerphone/loudspeaker within a call:

Switch from handset to speakerphone/loudspeaker: Hold down Loudspeaker +

.

Switch from speakerphone/loudspeaker to handset: .

Consulting with a second party:

Consultation? > ☑ + second party Dial? > ☑

End consultation: Disconnect and return? > ☑

Alternating between two parties:

Alternate? > ☑

Transferring a call:

Consultation? > ☑ + + Dial? > ☑ + notify user of call transfer + Complete Transfer? > ☑

Displaying the Call Log:

Select list: Missed Calls + **1=Missed calls? >** ✓ or

▷ **2=Dialled calls? >** ✓ or ▷ **3=Received calls? >** ✓

Select entry: ▷ **3=543219876? >** ✓

Display details: ▷ **2=Details? >** ✓

Call party: ▷ **1=Dial? >** ✓ + ▷ **Dial? >** ✓

Storing abbreviated dialing numbers:

▷ **05=Setup? >** ✓ + ▷ **3=Local functions? >** ✓ +

1=Abbrev. dialing? > ✓ + ▷ **5)Not programmed? >** ✓ + **Program destination #? >**

✓ + + ✓. The number stored is displayed: **5) 0451524486? >**

Using abbreviated dialing numbers:

Abbrev. dialing + ▷ **1) 08972228596_? >** ✓ + **Dial? >** ✓

or

Abbrev. dialing + single digit abbreviated dialing number +

1) 08972228596_? > ✓ + **Dial? >** ✓

Assigning a number to a function key:

▷ **05=Setup? >** ✓ + ▷ **4=Function keys? >** ✓ +

1=Non shifted keys? > ✓ + [ ] + **02=Selected dialing? >** ✓ + ▷

Program destination #? > ✓ + dial number ✓

Dialing using function keys:

Frank Miller + **Dial? >** ✓

Activating Do Not Disturb:

▷ **04=Do Not Disturb? >** ✓ + **Switch on? >** ✓

or + **Switch off? >** ✓

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